

4.6 TABLES MENU

This process allows the functional user access to update the system maintenance tables and user tables. The maintenance tables and user tables are used for editing and validating data that is entered into NPDMS, and for records containing specific default values required for special and scheduled processing. Each of these records is accessed through the Table ID and a unique field called the Record Key.

4.6.1 Tables Processing

The Table ID is a unique three digit number identifying each table in the system. For each record, a unique field is used to access a specific table record. For example, to establish or access a record on the User Access Table, the User Id must be entered to either initiate a record or retrieve a record. Each table processes the User Id, the current system time, and the current system date for audit trail purposes.

User tables are those tables that the System Administrator uses to configure NPDMS for his or her installation. These user (configuration) tables are as follows: User Access, Center Profile, Installation Code, and Printer Destination Tables. The System Administrator creates and modifies user tables to set up specific default values that are unique to their Installation.

The System Administrator may modify maintenance tables only in an emergency; however, the site is responsible for maintaining those modifications. And, the site must immediately notify the Development Installation (DI). This procedure allows the DI to install the changes prior to a NASA-wide distribution of the next NPDMS release. Major changes to system maintenance tables are provided with other system release information.

NOTE: The screen field data areas through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

To access the TABLE MENU, Enter Selection **3** on the NPDMS MAIN MENU or type one of the following direct commands:

- **ADD TABLE**
- **MODIFY TABLE**
- **DELETE TABLE**
- **BRO TB**
- Press <Enter>

The Table File Update Menu is displayed. NPDMS displays the rest of the available tables using PF keys to scroll up and down. See instructions below:

ND3000MA / ND3000PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01									
		TABLE FILE UPDATE MENU		13: 30: 33									
		TA		MSXXX									
Table Id		Table Name											
001		User Access Table											
005		GSA Region Table											
010		DRMD DODAAC Table											
015		Exception Processing Table											
020		Federal Supply Classification (FSC) Code Table											
025		Unit Of Measure Table											
030		Supply Condition Code Table											
035		Disposal Condition Code Table											
040		Performance Measures Standard Table											
045		Demilitarization Code Table											
050		Center Profile Table											
Enter Table Id: ____ Enter Selection: _ (A=Add, B=Browse, C=Change, D=Delete)													
More: Y													
Navigation:													
Enter-	PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
	HELP	LOPF	PREV		CNCL		PGUP	PGDN					EXIT

INPUT DATA

- Table ID input value = 3 digit table number
- Selection input values = **A, B, C, or D**
- More system input value = **Y**
- Press **<Enter>**, **PF20** or **PF8**

If you press PF20 or PF8, NPDMS displays tables 051 - 095 on the Table File Update Menu. If a table identifier and selection are typed and enter is pressed, the selected table screen displays.

ND3000MA / ND3000PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TABLE FILE UPDATE MENU TA		03/01/01 13:32:50 MSXXX									
Table Id		Table Name											
051		Property Location Table											
055		Report/Maintenance Selection Table											
060		Shelf Life Type I Table											
062		Shelf Life Type II Table											
065		Hazardous Materials Code Table											
070		Controlled Inventory Item Code Table											
075		ADPE Identification Code Table											
080		Precious Metals Code Table											
085		Material Management Aggregation Code Table											
090		DRMD Disposal Authority Code Table											
095		DRMD Additional Data Code Table											
Enter Table Id: ____ Enter Selection: _ (A=Add, B=Browse, C=Change, D=Delete) More: Y													
Navigation:													
Enter	PF13	PF14	PF15	PF16	PF17	PF18	PF19	PF20	PF21	PF22	PF23	PF24	---
	HELP	LOPF	PREV		CNCL		PGUP	PGDN					EXIT

INPUT DATA

- Table Id input value = 3 digit table number
- Selection input values = **A, B, C, or D**
- More system input value = **Y**
- Press **<Enter>, PF20 or PF8**

If a table identifier and selection are typed and enter is pressed, the selected table screen displays. If you press PF19 or PF7, NPDMS displays tables 001 - 050 on the Table File Update Menu. If you press PF20 or PF8, NPDMS displays tables 105 - 190 on the Table File Update Menu.

ND3000MA / ND3000PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TABLE FILE UPDATE MENU TA		03/01/01 13:34:01 MSXXX								
Table Id		Table Name										
105		Installation Code Table										
145		Printer Destination Table										
155		Screening Days Table										
160		Reimbursement Codes Table										
165		Hazardous Materials Indicator Codes Table										
170		Recipient Name Table										
180		Transfer Type Table										
190		Transfer Subtype Table										
Enter Table Id: ____ Enter Selection: _ (A=Add, B=Browse, C=Change, D=Delete) More: N												
Navigation:												
Enter-	PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24---
HELP	LOPF	PREV		CNCL			PGUP	PGDN				EXIT

INPUT DATA

- Table Id input value = 3 digit table number
- Selection input values = **A, B, C, or D**
- More system input value = **Y**
- Press **<Enter>**, **PF20** or **PF8**

If a table identifier and selection are typed and enter is pressed, the selected table screen displays. If you press PF19 or PF7, NPDMS displays tables 051 - 095 on the Table File Update Menu.

4.6.1.1 User Access Table

The User Access Table is used for the verification of valid User ID's during logon, and the loading of user profile data into the NPDMS global variable fields. This profile data defines what subsystems the user can access and what capability the user has once a subsystem has been accessed. Refer to the *NPDMS Data Dictionary AIM-NPDMS-DD-04.5* for field definitions. There is one record per user in the User Access Table. This table should have limited user update authority.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **001** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the User Access Table – 001 screen (ND3001MA) or User Access Browse screen (ND3001MB) is displayed and the following occurs:

If Table Id input value = **001** and Selection value is **A**, NPDMS displays the Add screen.

INPUT DATA

- 57

- User Job Card
 Default is the current user's
 INST-JOB-CARD-TEXT taken
 from the Center Profile Table

NOTE: Default for the Printer Destination is taken from the Center Profile Table. The user may change this value. Once changed by the user, it remains stored in the user's profile until changed again.

- Press <Enter> . NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.1.2 Change User Access

If Table Id input value = **001** and Selection value is **C**, NPDMS displays the Change screen.

ND3001MA / ND3001PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM USER ACCESS TABLE - 001 CH TB CHANGE	03/01/01 13:39:08 MSXXX
User ID: *****		
User Name: *****		
Installation No: **		
User Change Authority: * (1=Clerical Only, 2=Managerial)		
Printer Destination: *****		
User Job Card: _____		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- User ID
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: User ID cannot be changed. If the User ID is erroneous, the record must be removed through the "Delete User Access" process and corrected through the "Add User Access" process.

NOTE: If a User Change Authority is changed from 2 (managerial) to 1 (clerical) or vice versa and that user is currently on the NPDMS System, the changes will not take effect until

INPUT DATA

- #### 4.6.1.1.3 Delete User Access

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
USER ACCESS TABLE - 001
DE TB          DELETE
03/01/01
13:40:53
MSXXX

User ID: *******

User Name: *****

Installation No:      **

User Change Authority: *      (1=Clerical Only, 2=Managerial)

Printer Destination: *******

User Job Card:
_____

Navigation:
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
      HELP  LOPF  PREV          CNCL                                EXIT

```

INPUT DATA

- User ID
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:

- User Name
- Installation No
- User Change Authority
- Printer Destination
- User Job Card

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.1.4 Browse User Access

If Table Id input value = **001** and Selection value is **B**, NPDMS displays the Browse Screen.

ND3001MB / ND3001PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM USER ACCESS BROWSE BRO TB			03/01/01 13:42:13 MSXX
USER ID	USER NAME	INST	SUB INST	CHNG ATHRTY	
XXXXXX	XXXXXXXXXXXX	08	08	2	
XXXXXX	XXXXXXXXXXXX	08	08	2	
XXXXXX	XXXXXXXXXXXX	08	08	2	
XXXXXX	XXXXXXXXXX	08	08	2	
XXXXXX	XXXXXXXXXXXXXXXXXX	08	08	1	
XXXXXX	XXXXXXXXXXXXXXXX	08	08	1	
XXXXXX	XXXXXXXXXXXXXXXXXX	08	08	2	
XXXXXX	XXXXXXXXXXXXXXXXXX.	08	08	2	
XXXXXX	XXXXXXXXXXXXXXXXXX	08	08	1	
XXXXXX	XXXXXXXXXXXXXXXXXX	08	08	1	
Start Value _____ (Enter Full or Partial Browse Value)					
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -					
LOPF PREV		PGUP PGDN		EXIT	

DISPLAYED DATA

User ID

User Name

Installation No

Installation and Subinstallation

User Change Authority

INPUT DATA

The Start Value field represents the beginning User ID to start the browse list. For example, if you know that the User ID starts with MS, then enter MS in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF17, PF20 or PF8.

If a Start Value is typed and enter is pressed, the User Access browse list repositions to the User ID entered or the next closest value after the User ID. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 User IDs will be displayed (if there are not 10 User IDs left to browse, then the remaining User IDs will be displayed). If you press PF19 or PF7, the previous 10 User IDs will be displayed.

4.6.1.2 GSA Region Table

The GSA Region Table contains a two position code used to identify GSA Reporting Regions, along with their associated addresses. The GSA Region Table is used for the verification of valid GSA Regions and the retrieval of specific GSA Region addresses when reporting to GSA. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per GSA Region in the GSA Region Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **005** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the GSA Region Table – 005 screen (ND3005MA) or the GSA Region Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.2.1 Add GSA Region

If Table Id input value = **005** and Selection value is **A**, NPDMS displays the Add screen.

ND3005MA / ND3005PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM GSA REGION TABLE - 005 A TB ADD	03/01/01 13:52:28 MSXXX
GSA Region: **		
GSA Name: *****		
Address: *****		
City: *****	State: **	Zip: *****
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- GSA Region
- GSA Name
- Address
- City
- State
- Zip
- Press <Enter>. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.2.2 Change GSA Region

If Table Id input value = **005** and Selection value is **C**, NPDMS displays the Change screen.

ND3005MA / ND3005PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM GSA REGION TABLE - 005 CH TB CHANGE	03/01/01 13:54:05 MSXXX
GSA Region: **		
GSA Name: *****		
Address: *****		
City: *****	State: **	Zip: *****
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- GSA Region
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: GSA Region cannot be changed. If the GSA Region is erroneous, the record must be removed through the "Delete GSA Region" process and corrected through the "Add GSA Region" process.

INPUT DATA

- GSA Name
- Address
- City
- State
- Zip
- Press <Enter>. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Change screen for entry of the next record.

4.6.1.2.3 Delete GSA Region

If Table Id input value = **005** and Selection value is **D**, NPDMS displays the delete screen.

ND3005MA / ND3005PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM GSA REGION TABLE - 005 DE TB DELETE	03/01/01 13: 56: 47 MSXXX
GSA Region: **		
GSA Name: *****		
Address: *****		
City: *****	State: **	Zip: *****
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- GSA Region
- Press **<Enter>**. The system displays the following selected recorded fields and the confirmation field:
- GSA Name
- Address
- City
- State
- Zip

INPUT DATA

Verify Delete input value = **D**

- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.2.4 Browse GSA Region

If Table Id input value = **005** and Selection value is **B**, NPDMS displays the Browse screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
GSA REGION TABLE		13: 58: 24
BRO TB		MSXXX
ND3005MB / ND3005PB		
Valid ACT = D		
ACT	GSA REGION	GSA NAME
---	-----	-----
-	W	GSA, NATIONAL CAPITOL REGION
-	00	GSA, IRMS, KMAD
-	01	GSA, BOSTON FEDERAL OFFICE BUILDING
-	02	GSA, JACOB K. JAVITS FEDERAL BUILDING
-	03	GENERAL SERVICES ADMINISTRATION
-	04	GENERAL SERVICES ADMINISTRATION
-	05	GENERAL SERVICES ADMINISTRATION
-	06	GENERAL SERVICES ADMINISTRATION
-	07	GENERAL SERVICES ADMINISTRATION
-	08	GENERAL SERVICES ADMINISTRATION, BLDG 41
-	Start Value	
_____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13-	PF14-	PF15-
LOPF	PREV	
PF16-	PF17-	PF18-
	PGUP	PGDN
PF19-	PF20-	PF21-
PF22-	PF23-	PF24-
		EXIT

DISPLAYED DATA

- GSA Region
- GSA Name

INPUT DATA

The Start Value field represents the beginning GSA Regions to start the browse list. For example, if you know that the GSA Region starts with 0, then enter 0 in the Start Value field.

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the GSA Region browse list repositions to the GSA Region entered or the next closest value after the GSA Region. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 GSA Regions will be displayed (if there are not 10 GSA Regions left to browse, then the remaining GSA Regions will be displayed). If you press PF19 or PF7, the previous 10 GSA Regions will be displayed.

INPUT DATA

- ACT input value = **D**

- Press **<Enter>**. The system displays the following screen with additional information about the selected GSA Region:

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
ND3005MB / ND3005PB		GSA REGION TABLE	
Valid ACT = D		BRO TB	
		13:58:24 MSXXX	

ACT	GSA REGION	GSA NAME
---	GSA REGION TABLE - ADDITIONAL DATA	
-	GSA Region: 04	
-	GSA Name: GENERAL SERVICES ADMINISTRATION	
-	Address: 410 W. PEACHTREE STREET	
-	City: ATLANTA	State: GA Zip: 30365
-		

_____ (Enter Full or Partial Browse Value)

Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
 LOPF PREV PGUP PGDN EXIT

DISPLAYED DATA

- GSA Region
- GSA Name
- Address
- City
- State
- Zip
- Press **<Enter>**. NPDMS then re-displays the GSA Region Table screen.

4.6.1.3 DRMO DODAAC Table

The DRMO Department of Defense Area Activity Code (DODAAC) Table is used for the verification of valid Defense Reutilization Marketing Office (DRMO) Activities, Routing Identifier Codes (RIC), and the retrieval of specific DRMO Activity addresses with specific RIC information when transferring to the DRMO. This information appears on the DD-1348-1A generated by NPDMS. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per DRMO Activity in the DRMO DODAAC Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **010** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the DRMO DODAAC Table – 010 screen (ND3010MA) or the DRMO DODAAC Table screen (ND3005MB) is displayed and the following occurs:

If Table Id input value = **010** and Selection value is **A**, NPDMS displays the Add screen.

INPUT DATA

- 68

4.6.1.3.2 Change DRMO DODAAC

If Table Id input value = **010** and Selection value is **C**, NPDMS displays the Change screen.

ND3010MA / ND3010PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO DODAAC TABLE - 010 CH TB CHANGE	03/01/01 14:03:56 MSXXX
DRMO DoDAAC: ***** DRMO DoDAAC RIC: ***		
DRMO DoDAAC Name: *****		
Address: *****		
City: *****	State: **	Zip: *****
DRMO DoDAAC Contact Name: *****		
DRMO DoDAAC Phone: (***) *** - ****		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- DRMO DODAAC
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: DRMO DODAAC cannot be changed. If the DRMO DODAAC is erroneous, the record must be removed through the “Delete DRMO DODAAC” process and corrected through the “Add DRMO DODAAC” process.

INPUT DATA

- DRMO DODAAC RIC
- DRMO DODAAC Name
- Address
- City
- State
- Zip

- DRMO DODAAC Contact Name
- DRMO DODAAC Phone
- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen for entry of the next record.

4.6.1.3.3 Delete DRMO DODAAC

If Table Id input value = **010** and Selection value is **D**, NPDMS displays the Delete screen.

ND3010MA / ND3010PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO DODAAC TABLE - 010 DE TB DELETE	03/01/01 14:08:04 MSXXX
DRMO DoDAAC: ***** DRMO DoDAAC RIC: ***		
DRMO DoDAAC Name: *****		
Address: *****		
City: *****	State: **	Zip: *****
DRMO DoDAAC Contact Name: *****		
DRMO DoDAAC Phone: (***) *** - ****		
Navigation:		
Enter- PF13--	PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--	
HELP	LOPF PREV CNCL	EXIT

INPUT DATA

All fields are protected except

- DRMO DODAAC
- Press <Enter>. The system displays the following selected record fields and the confirmation field:
- DRMO DODAAC RIC
- DRMO DODAAC Name
- Address
- City
- State

- ## INPUT DATA

- NOTE:** The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

If Table Id input value = **010** and Selection value is **B**, NPDMS displays the Browse Screen.

DISPLAYED DATA

- ## INPUT DATA

The Start Value field represents the beginning DRMO DODAAC to start the browse list. For example, if you know that the DRMO DODAAC starts with SG, then enter SG in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the DRMO DODAAC browse list repositions to the DRMO DODAAC entered or the next closest value after the DRMO DODAAC. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 DRMO DODAACs will be displayed (if there are not 10 DRMO DODAACs left to browse, then the remaining DRMO DODAACs will be displayed). If you press PF19 or PF7, the previous 10 DRMO DODAACs will be displayed.

INPUT DATA

- ACT input value = D
- Press <Enter>. The system displays the following screen with additional information about the selected DRMO DODAAC:

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM			03/01/01
DRMO DODAAC TABLE BROWSE			15:06:17
BRO TB			MSXXX
ND3005MB / ND3010PB			
Valid ACT = D			
ACT	DRMO DODAAC	RIC CODE	DRMO DODAAC NAME
D	SC1435	SVU	DRMO- WURTSMT H
-	SG4000	SQ9	DRMR- EUROPE
-	SG4010	SQA	DRMO- MOLESWORTH
-	SG4030	SQC	DRMO- BERLIN
-	SG4050	SQE	DRMO- KASTEL
-	SG4060	SQF	DRMO- KEFLAVI K
-	SG4070	SQG	DRMO- KAI SERSLAUTERN
-	SG4110	SQL	DRMO- SECKENHEI M
-	SG4120	SQM	DRMO- NEURENBERG
-	SG4130	SQN	DRMO- HANAU
Start Value			
(Enter Full or Partial Browse Value)			
Navigation:			
Enter- PF13-	PF14-	PF15-	PF16-
LOPF	PREV	PGUP	PGDN
PF17-	PF18-	PF19-	PF20-
PF21-	PF22-	PF23-	PF24-
---	---	---	---
EXIT			

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
DRMO DODAAC TABLE BROWSE		15:11:17
ND3005MB / ND3010PB	BRO TB	MSXXX
Valid ACT = D		
DRMO DODAAC TABLE - ADDITIONAL DATA		
DRMO DoDAAC: SC1435		DRMO DoDAAC RIC: SVU
DRMO DoDAAC Name: DRMO-WURTSMITH		
Address: P.O. BOX 3001		
City: WURTSMITH AFB	State: MI	Zip: 487536100
DRMO DoDAAC Contact Name: INAS ROMAN		
DRMO DoDAAC Phone: (517) 747 - 6357		
Start Value		
_____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13-	PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	
LOPF	PREV	PGUP PGDN EXIT

DISPLAYED DATA

- DRMO DODAAC
- DRMO DODAAC RIC
- DRMO DODAAC Name
- Address
- City
- State
- Zip
- DRMO DODAAC Contact Name
- DRMO DODAAC Phone
- Press <Enter>. NPDMS then re-displays the DRMO DODAAC Table Browse screen.

4.6.1.4 Exception Processing Table

The Exception Processing Table is used to identify personal property that needs to undergo exception processing and for the retrieval of specific data that defines what exception processing should take place. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record in the Exception Processing Table for each Custodian

Account Number that identifies a custodian account that needs exception processing. This table is maintained and populated by the installation with limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **015** and the Enter Selection (**A, B, C, or D**). Then the Exception Processing Table – 015 screen (ND3015MA) or the Exception Processing Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.4.1 Add Exception Processing

If Table Id input value = **015** and Selection value is **A**, NPDMS displays the Add screen.

ND3015MA / ND3015PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM EXCEPTION PROCESSING TABLE - 015 A TB ADD	03/01/01 15:13:00 MSXXX
Cust Acct No: *****		
Reporting Activity Name: *****		
GSA Region: ____		
DRMO DODAAC: _____		
Foreign Prop Ind (Y/N): _		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Cust Acct No custodian account number that needs exception processing
- Reporting Activity Name
- GSA Region your reporting GSA Region
- DRMO DODAAC your reporting DRMO
- Foreign Prop Ind input values = **Y** or **N**

- #### 4.6.1.4.2 Change Exception Processing

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
EXCEPTION PROCESSING TABLE - 015
CH TB          CHANGE
03/01/01
15:14:20
MSXXX

Cust Acct No: *****

Reporting Activity Name: *****

GSA Region: ____

DRMD DODAAC: _____

Foreign Prop Ind (Y/N): _

Navigation:
Enter- PF13 - PF14 - PF15 - PF16 - PF17 - PF18 - PF19 - PF20 - PF21 - PF22 - PF23 - PF24 - -
        HELP  LOPF  PREV          CNCL                                EXIT

```

All fields are protected except

- NOTE:** Cust Acct No cannot be changed. If the Cust Acct No is erroneous, the record must be removed through the “Delete Exception Processing” process and corrected through the “Add Exception Processing” process.

- Reporting Activity Name

- GSA Region your reporting GSA Region
- DRMO DODAAC your reporting DRMO
- Foreign Prop Ind input values = **Y** or **N**
- Press **<Enter>**. NPDMS then displays the message ‘*Record Successfully Changed*’ and remains on the Change screen for entry of the next record.

If Table Id input value = **015** and Selection value is **D**, NPDMS displays the Delete screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
EXCEPTION PROCESSING TABLE - 015
DE TB          DELETE
03/01/01
15: 19: 33
MSXXX

Cust Acct No: *****

Reporting Activity Name: *****

GSA Region: ____

DRMD DODAAC: _____

Foreign Prop Ind (Y/N): _

Navigation:
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
        HELP  LOPF  PREV          CNCL          EXIT

```

All fields are protected except

- Cust Acct No
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- Reporting Activity Name
- GSA Region

- DRMO DODAAC
- Foreign Prop Ind

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record of **PF17** to cancel the delete process.

4.6.1.4.4 Browse Exception Processing

If Table Id input value = **015** and Selection value is **B**, NPDMS displays the Browse screen.

ND3001MB / ND3015PB				NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM EXCEPTION PROCESSING BROWSE BRO TB		03/01/01 15:21:10 MSXXX
CUST ACCT NO	GSA RGN	DRMO DODAAC	FRGN IND	REPORTING ACTIVITY NAME		
030	W		N	REPORTING ACTIVITY NAME		
0301		SX1163	N	REPORTING ACTIVITY NAME		
03011		SXC493		NAME		
603	03		N	EXCEPTION		
667		100000		REPORTING ACTIVITY NAME		
*** END OF DATA ***						
Start Value _____ (Enter Full or Partial Browse Value)						
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- <div style="display: flex; justify-content: space-between;"> LOPF PREV PGUP PGDN EXIT </div>						

DISPLAYED DATA

- Cust Acct No
- GSA Region
- DRMO DODAAC
- Foreign Indicator
- Reporting Activity Name

INPUT DATA

The Start Value field represents the beginning Cust Acct No to start the browse list. For example, if you know that the Cust Acct No starts with 0, then enter 0 in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Cust Acct No browse list repositions to the Cust Acct No entered or the next closest value after the Cust Acct No. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Cust Acct Nos will be displayed (if there are not 10 Cust Acct Nos left to browse, then the remaining Cust Acct Nos will be displayed). If you press PF19 or PF7, the previous 10 Cust Acct Nos will be displayed.

4.6.1.5 Federal Supply Classification (FSC) Code Table

The Federal Supply Classification Code Table is used for the verification of valid FSC Codes when adding or changing case records, and the determination of GSA reportable or non-reportable status of an item when reporting personal property to GSA. The table also contains the Exchange/Sale Indicator, which identifies eligible FSC Group Codes under the Exchange/Sale program. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per FSC Code in the Federal Supply Classification Code Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **020** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Federal Supply Classification Code Table – 020 screen (ND3020MA) or the Federal Supply Classification (FSC) Browse screen (ND3005MB) is displayed and the following occurs:

4.6.1.5.1 Add FSC Code

If Table Id input value = **020** and Selection value is **A**, NPDMS displays the Add screen.

INPUT DATA

- FSC Code
- FSC Group Name
- FSC Reportable Ind input values = Y or N
- FSC Minimum Condition
- FSC Minimum Cost
- FSC Exchange/Sale Allowed Ind input values = Y or N
- Press <Enter>. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

If Table Id input value = **020** and Selection value is **C**, NPDMS displays the Change screen.

ND3020MA / ND3020PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
	FSC CODE TABLE - 020	15:31:33
	CH TB CHANGE	MSXXX
FSC Code: ****		
FSC Group Name: *****		
FSC Reportable Ind: *		
FSC Minimum Condition: _		
FSC Minimum Cost: _____		
FSC Exchange/Sale Allowed Ind: * (Indicates if Exchange/Sale is Allowed)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- FSC Code
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: FSC Code cannot be changed. If the FSC Code is erroneous, the record must be removed through the "Delete FSC Code" process and corrected through the "Add FSC Code" process.

INPUT DATA

- FSC Group Name
- FSC Reportable Ind input values = Y or N
- FSC Minimum Condition
- FSC Minimum Cost
- FSC Exchange/Sale Allowed Indicator input values = Y or N
- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen for entry of the next record.

4.6.1.5.3 Delete FSC Code

If Table Id input value = **020** and Selection value is **D**, NPDMS displays the Delete screen.

ND3020MA / ND3020PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM FSC CODE TABLE - 020 DE TB DELETE	03/01/01 15:33:25 MSXXX
FSC Code:	****	
FSC Group Name:	*****	
FSC Reportable Ind:	*	
FSC Minimum Condition:	_	
FSC Minimum Cost:	_____	
FSC Exchange/Sale Allowed Ind:	* (Indicates if Exchange/Sale is Allowed)	
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields protected except

- FSC Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- FSC Group Name
- FSC Reportable Ind
- FSC Minimum Condition
- FSC Minimum Cost
- FSC Exchange/Sale Allowed Ind

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Deleted'* and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.5.4 Browse Federal Supply Classification Code

If Table Id input value = **020** and Selection value is **B**, NPDMS displays the Browse screen.

ND3005MB / ND3020PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
Valid ACT = D		FEDERAL SUPPLY CLASSIFICATION (FSC) CODE BROWSE		15:36:00
		BRO TB		MSXXX
ACT	FSC CODE	FSC GROUP NAME		
---	----	-----		
-	1005	GUNS, THROUGH 30 MM		
-	1010	GUNS, OVER 30 MM UP TO 75 MM		
-	1015	GUNS, 75 MM THROUGH 125 MM		
-	1020	GUNS, OVER 125 MM THROUGH 150 MM		
-	1025	GUNS, OVER 150 MM THROUGH 200 MM		
-	1030	GUNS, OVER 200 MM THROUGH 300 MM		
-	1035	GUNS, OVER 300 MM		
-	1040	CHEMICAL WEAPONS AND EQUIPMENT		
-	1045	LAUNCHERS, TORPEDO AND DEPTH CHARGE		
-	1055	LAUNCHERS, GRENADE, ROCKET AND PYROTECHNIC		
	Start Value			
	_____	(Enter Full or Partial Browse Value)		
Navigation:				
Enter- PF13-	PF14-	PF15-	PF16-	PF17-
LOPF	PREV		PGUP	PGDN
			PF21-	PF22-
			PF23-	PF24--
				EXIT

DISPLAYED DATA

- FSC Code
- FSC Group Name

INPUT DATA

The Start Value field represents the beginning FSC Code to start the browse list. For example, if you know that the FSC Code starts with 1, then enter 1 in the Start Value field.

- Start Value
- Press <Enter>, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the FSC Code browse list repositions to the FSC Code entered or the next closest value after the FSC Code. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 FSC Codes will be displayed (if there are not 10 FSC Codes left to browse, then the remaining FSC Codes will be displayed). If you press PF19 or PF7, the previous 10 FSC Codes will be displayed.

INPUT DATA

- ACT

- Press <Enter>, PF19 or PF7, PF20 or PF8.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND3005MB / ND3020PB	FEDERAL SUPPLY CLASSIFICATION (FSC) CODE BROWSE	15:38:47
Valid ACT = D	BRO TB	MSXXX
FEDERAL SUPPLY CLASS TABLE - ADDITIONAL DATA		
FSC Code: 1127		
FSC Group Name: NUCLEAR ROCKETS		
FSC Reportable Ind: N		
FSC Minimum Condition:		
FSC Minimum Cost:		
FSC Exchange/Sale Allowed Ind: N (Indicates if Exchange/Sale is Allowed)		
Navigation: Enter- PF1--- PF2--- PF3--- PF4--- PF5--- PF6--- PF7--- PF8--- PF9--- PF10-- PF11-- PF12--- HI PF PREV MAIN PGUP PGDN END		

DISPLAYED DATA

- FSC Code
- FSC Group Name
- FSC Reportable Ind
- FSC Minimum Condition
- FSC Minimum Cost
- FSC Exchange/Sale Allowed Ind
- Press <Enter>. NPDMS then re-displays the Federal Supply Classification Code Browse screen.

4.6.1.6 Unit Of Measure Table

The Unit Of Measure Table is used for the verification of valid Unit Of Measure abbreviations when adding or changing Case Records. The Unit Of Measure abbreviation appears on numerous screens as well as various reports. For example, the Unit Of Measure is displayed on the NF-1638, the SF-120, the DD-1348-1A, and Daily Transaction Report. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Unit Of Measure in the Unit Of Measure Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **025** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Unit Of Measure Table – 025 screen (ND3025MA) or the Unit Of Measure Browse screen (ND3001MB) is displayed and the following occurs:

4.6.1.6.1 Add Unit Of Measure

If Table Id input value = **025** and Selection Value is **A**, NPDMS displays the Add screen.

ND3025MA / ND3025PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM UNIT OF MEASURE TABLE - 025 A TB ADD	03/01/01 15:46:45 MSXXX
UOM Abbreviation: **		
Unit Of Measure: *****		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- UOM Abbreviation
- Unit Of Measure
- Press <Enter>. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.6.2 Change Unit Of Measure

If Table Id input value = **025** and Selection value is **C**, NPDMS displays the Change screen.

ND3025MA / ND3025PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM UNIT OF MEASURE TABLE - 025 CH TB CHANGE	03/01/01 08:04:16 MSXXX
UOM Abbreviation: **		
Unit Of Measure: *****		
Navigation:		
Enter- PF13- HELP	PF14- LOPF	PF15- PREV
PF16- CNCL	PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- EXIT	

INPUT DATA

All fields are protected except

- UOM Abbreviation
- Press <Enter>. NPDMS then displays the requested record allowing the user to make modifications to the remaining fields.

NOTE: UOM Abbreviation cannot be changed. If the UOM Abbreviation is erroneous, the record must be removed through the “Delete Unit Of Measure” process and corrected through the “Add Unit Of Measure” process.

INPUT DATA

- Unit Of Measure
- Press <Enter>. NPDMS then displays the message ‘Record Successfully Changed’ and remains on the Change screen for entry of the next record.

4.6.1.6.3 Delete Unit Of Measure

If Table Id input value = **025** and Selection value is **D**, NPDMS displays the Delete screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
UNIT OF MEASURE TABLE - 025
DE TB      DELETE
03/01/01
08: 28: 36
MSXXX

UOM Abbreviation: **

Unit Of Measure: *****

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
        HELP  LOPF  PREV          CNCL                                EXIT

```

INPUT DATA

All fields are protected except

- UOM Abbreviation
- Press **<Enter>**. The system displays the following selected record field and the confirmation field:
- Unit Of Measure

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter the next record or **PF17** to cancel the delete process.

4.6.1.6.4 Browse Unit Of Measure

If Table Id input value = **025** and Selection value is **B**, NPDMS displays the Browse screen.

ND3001MB / ND3025PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01								
		UNIT OF MEASURE BROWSE		08: 38: 51								
		BRO TB		MSXXX								
UOM ABRV	UNIT OF MEASURE											
-----	-----											
AM	AMPOULE											
AT	ASSORTMENT											
AY	ASSEMBLY											
BA	BALL											
BD	BUNDLE											
BE	BALE											
BF	BROAD FOOT											
BG	BAG											
BK	BOOK											
BL	BARREL											
Start Value												
_____	(Enter Full or Partial Browse Value)											
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	- -
	LOPF	PREV				PGUP	PGDN				EXIT	

DISPLAYED DATA

- Unit of Measure Abbreviation
- Unit of Measure

INPUT DATA

The Start Value field represents the beginning Unit of Measure Abbreviation to start the browse list. For example, if you know that the Unit of Measure Abbreviation starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Unit of Measure Abbreviation list repositions to the Unit of Measures Abbreviation entered or the next closest value after the Unit of Measure Abbreviation. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Unit of Measure Abbreviations will be displayed (if there are not 10 Unit of Measure Abbreviations left to browse, then the remaining Unit of Measure Abbreviations will be displayed). If you press PF19 or PF7, the previous 10 Unit of Measure Abbreviations will be displayed.

4.6.1.7 Supply Condition Code Table

The Supply Condition Code Table is used for the verification of valid Supply Condition Codes when adding or changing Case Records. The Supply Condition Code appears on numerous screens, as well as various reports. For example, the Supply Condition Code is displayed on the BF-1638, the SF-120, the DD-1348-1A, and Daily Transaction Report. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Supply Condition Code in the Supply Condition Code Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **030** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Supply Condition Table - 030 screen (ND3030MA) or the Supply Condition Code Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.7.1 Add Supply Condition Code

If Table Id input value = **030** and Selection value is **A**, NPDMS displays the Add screen.

ND3030MA / ND3030PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM SUPPLY CONDITION CODE TABLE - 030 A TB ADD	03/01/01 13:05:51 MSXXX
Supply Condition Code: *		
Title: *****		
Definition:		

<hr/> <hr/> <hr/>		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Supply Condition Code
- Title short description
- Definition
- Press <Enter>. NPDMS then displays the message 'Record Successfully Added' and remains on the Add screen for entry of the next record.

4.6.1.7.2 Change Supply Condition Code

If Table Id input value = **030** and Selection value is **C**, NPDMS displays the Change screen.

ND3030MA / ND3030PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM SUPPLY CONDITION CODE TABLE - 030 CH TB CHANGE	03/01/01 13:19:32 MSXXX
Supply Condition Code: *		
Title: *****		
Definition:		

Navigation:		
Enter- PF13- -	PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	
HELP LOPF PREV	CNCL	EXIT

INPUT DATA

All fields are protected except

- Supply Condition Code
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: Supply Condition Code cannot be changed. If the Supply Condition Code is erroneous, the record must be removed through the "Delete Supply Condition Code" process and corrected through the "Add Supply Condition Code" process.

INPUT DATA

- Title short description

- Definition
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

4.6.1.7.3 Delete Supply Condition Code

If Table Id input value = **030** and Selection value is **D**, NPDMS displays the Delete screen.

ND3030MA / ND3030PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM SUPPLY CONDITION CODE TABLE - 030 DE TB DELETE	03/01/01 13:21:39 MSXX
Supply Condition Code: *		
Title: *****		
Definition: ***** _____ _____		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Supply Condition Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- Title
- Definition

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

4.6.1.7.4 Browse Supply Condition Code Table

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
SUPPLY CONDITION CODE TABLE BROWSE		13: 23: 11
BRO TB		MSXXX
ND3005MB / ND3030PB		
Valid ACT = D		
ACT	CONDITION CODE	TITLE
---	-----	-----
—	A	SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)
—	B	SERVICEABLE (ISSUABLE WITH QUALIFICATION)
—	C	SERVICEABLE (PRIORITY ISSUE)
—	D	SERVICEABLE (TEST/MODIFICATION)
—	E	UNSERVICEABLE (LIMITED RESTORATION)
—	F	UNSERVICEABLE (REPARABLE)
—	G	UNSERVICEABLE (INCOMPLETE)
—	H	UNSERVICEABLE (CONDEMNED)
—	S	UNSERVICEABLE (SCRAP)
		*** END OF DATA ***
	Start Value	
	_____	(Enter Full or Partial Browse Value)
Navigation:		
Enter- PF13--	PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--	
	LOPF PREV	PGUP PGDN EXIT

- Supply Condition Code
- Title

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

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INPUT DATA

- ACT input value = **D**
- Press **<Enter>**. The system displays the following screen with additional information about the selected Supply Condition Code:

ND3005MB / ND3030PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
Valid ACT = D	SUPPLY CONDITION CODE TABLE BROWSE	13: 23: 11
	BRO TB	MSXXX
SUPPLY CONDITION CODE - ADDITIONAL DATA		
Supply Condition Code: A		
Title: SERVICEABLE (ISSUABLE WITHOUT QUALIFICATION)		
Definition:		
NEW, USED, REPAIRED OR RECONDITIONED MATERIAL THAT IS SERVICEABLE AND ISSUABLE TO ALL CUSTOMERS WITHOUT LIMITATION OR RESTRICTION INCLUDES MATERIAL WITH MORE THAN 6 MONTHS SHELF-LIFE REMAINING.		
Navigation:		
Enter- PF13- -	PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - -	PF24- - -
LOPF	PREV	PGUP PGDN EXIT

DISPLAYED DATA

- Supply Condition Code
- Title
- Definition
- Press **<Enter>**. NPDMS then re-displays the Supply Condition Code Table Browse screen.

4.6.1.8 Disposal Condition Code Table

The Disposal Condition Code Table is used for the verification of valid Disposal Condition Codes when adding or changing Case Records. The Disposal Condition Code appears on numerous screens as well as various reports. For example, the Disposal Condition Code is displayed on the NF-1638, the SF-120, the DD-1348-1A, and Daily Transaction Report. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-O4.5 for field definitions. There is one record per Disposal Condition Code in the Disposal Condition Code Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with

Once the Table Menu is displayed, action is performed based on the input of the Table Id **035** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Disposal Condition Code Table – 035 screen (ND3035MA) or the Disposal Condition Code Table screen (ND3005MB) is displayed and the following occurs:

If Table Id input value = **035** and Selection value is **A**, NPDMs displays the Add screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
ND3035MA / ND3035PA      DISPOSAL CONDITION CODE TABLE - 035
                          A TB      ADD
03/01/01
13:26:47
MSXXX

Disposal Condition Code: *

Title: *****

Definition:

*****

____
____
____

Navigation:
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24--
        HELP      LOPF      PREV      CNCL      EXIT

```

- Disposal Condition Code
- Title short description
- Definition
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

If Table Id input value = **035** and Selection value is **C**, NPDMs displays the Change screen.

INPUT DATA

- Disposal Condition Code
- Press **<Enter>**. NPDMS then displays the requested field, allowing the user to make modifications to the remaining fields.

NOTE: Disposal Condition Code cannot be changed. If the Disposal Condition Code is erroneous, the record must be removed through the “Delete Disposal Condition Code” process and corrected through the “Add Disposal Condition Code” process.

INPUT DATA

- Title short description
- Definition
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

4.6.1.8.3 Delete Disposal Condition Code

If Table Id input value = **035** and Selection value is **D**, NPDMS displays the Delete screen.

INPUT DATA

- Disposal Condition Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- Title
- Definition

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

4.6.1.8.4 Browse Disposal Condition Code Table

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ND3005MB / ND3035PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DISPOSAL CONDITION CODE TABLE BROWSE BRO TB		03/01/01 13:31:57 MSXXX								
ACT	CONDITION CODE	TITLE										
---	-----	-----										
—	S	SCRAP										
—	X	SALVAGE										
—	1	EXCELLENT										
—	4	USABLE										
—	7	REPAIRABLE										
Start Value												
_____ (Enter Full or Partial Browse Value)												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	- -
	LOPF	PREV				PGUP	PGDN					EXIT

DISPLAYED DATA

- Disposal Condition Code
- Title

INPUT DATA

The Start Value field represents the beginning Disposal Condition Code to start the Browse list. For example, if you know that the Disposal Condition Code starts with 1, then enter 1 in the Start Value field.

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Disposal Condition Code browse list repositions to the Disposal Condition Code entered or the next closest value after the Disposal Condition Code. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Disposal Condition Codes will be displayed (if there are not 10 Disposal Condition Codes left to browse, then the remaining Disposal Condition Codes will be displayed). If you press PF19 or PF7, the previous 10 Disposal Condition Codes will be displayed.

INPUT DATA

- ACT input value = **D**
- Press **<Enter>**. The system displays the following screen with additional information about the selected Disposal Condition Code:

ND3005MB / ND3035PB Valid ACT = D	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DISPOSAL CONDITION CODE TABLE BROWSE BRO TB	03/01/01 13:37:42 MSXXX
DISPOSAL CONDITION CODE - ADDITIONAL DATA		
Disposal Condition Code: S		
Title: SCRAP		
Definition:		
PROPERTY THAT HAS NO VALUE EXCEPT FOR ITS BASIC MATERIAL CONTENT		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - LOPF PREV PGUP PGDN EXIT		

DISPLAYED DATA

- Disposal Condition Code
- Title
- Definition
- Press <Enter>. NPDMS then re-displays the Disposal Condition Code Table Browse screen.

4.6.1.9 Demilitarization Code Table

The Demilitarization Code Table is used for the verification of valid Demilitarization Codes when adding or changing Case Records. The Demilitarization Code is used to identify the demilitarization process needed for the disposal of idle NASA personal property. This code appears on the DD-1348-1A generated by NPDMS. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-O4.5 for field definitions. There is one record per Demilitarization Code in the Demilitarization Code Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the fields data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **045** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Demilitarization Code Table – 045 screen (ND3045MA) or the Demilitarization Code Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.9.1 Add Demilitarization Code

If Table Id input value = **045** and Selection value is **A**, NPDMS displays the Add screen.

ND3045MA / ND3045PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DEMILITARIZATION CODE TABLE - 045 A TB ADD	03/01/01 13:49:52 MSXXX
DML Code: *		
DML Definition: *****		

DML Priority: **		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- DML Code
- DML Definition
- DML Priority assigned order of evaluation
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.9.2 Change Demilitarization Code

If Table input value = **045** and Selection value is **C**, NPDMS displays the Change screen.

ND3045MA / ND3045PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DEMILITARIZATION CODE TABLE - 045 CH TB CHANGE	03/01/01 13: 51: 27 MSXXX
DML Code: *		
DML Definition: *****		
<div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div> <div style="border-bottom: 1px solid black; height: 15px; width: 100%;"></div>		
DML Priority: **		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- DML Code
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: DML Code cannot be changed. If the DML Code is erroneous, the record must be removed through the “Delete Demilitarization Code” process and corrected through the “Add Demilitarization Code” process.

INPUT DATA

- DML Definition
- DML Priority assigned order of evaluation
- Press **<Enter>**. NPDMS then displays the message ‘*Record Successfully Changed*’ and remains on the Change screen for entry of the next record.

4.6.1.9.3 Delete Demilitarization Code

If Table Id input value = **045** and Selection value is **D**, NPDMS displays the Delete screen.

ND3045MA / ND3045PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DEMILITARIZATION CODE TABLE - 045 DE TB DELETE	03/01/01 13:55:15 MSXXX
DML Code: *		
DML Definition: *****		

DML Priority: **		
Navigation:		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	HELP LOPF PREV CNCL EXIT	

INPUT DATA

All fields are protected except

- DML Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- DML Definition
- DML Priority

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Deleted'* and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter the next record or **PF17** to cancel the delete process.

4.6.1.9.4 Browse Demilitarization Table

If Table input value = **045** and Selection value is **B**, NPDMS displays the Browse screen.

ND3005MB / ND3045PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
Valid ACT = D		DEMILITARIZATION TABLE BROWSE		14:00:18
		BRO TB		MSXXX
ACT	DML CODE	DML PRIORITY	DML DESCRIPTION	
—	A	13	NON-ML: DEMILITARIZATION NOT REQUIRED	
—	B	11	MLI: DEMILITARIZATION REQUIRED	
—	C	7	MLI: REMOVE AND/OR DEMILITARIZE INSTALLED KEY POIN	
—	D	5	MLI: DEMILITARIZE BY MUTILATION (MAKE UNFIT FOR I	
—	E	9	MLI: DEMILITARIZE BY BURNING, SHREDDING, OR PULPI	
—	F	12	MLI: DEMILITARIZATION INSTRUCTIONS TO BE FURNISHE	
—	G	1	MLI: DEMILITARIZATION REQUIRED- ITEM TO BE DEMILI	
—	H	6	MLI: REMOVE AND/OR DEMILITARIZE INSTALLED KEY POI	
—	J	4	MLI: DEMILITARIZE BY MUTILATION (MAKE UNFIT FOR I	
—	K	8	MLI: DEMILITARIZE BY BURNING, SHREDDING, OR PULPI	
Start Value				
_____ (Enter Full or Partial Browse Value)				
Navigation:				
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--				
LOPF PREV PGUP PGDN EXIT				

DISPLAYED DATA

- DML Code
- DML Priority
- DML Description

INPUT DATA

The Start Value field represents the beginning DML Code to start the browse list. For example, if you know that the DML Code starts with A, then enter A in the Start Value field.

Start Value

Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the DML Code browse list repositions to the DML Code entered or the next closest value after the DML Code. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 DML Codes will be displayed (if there are not 10 DML Codes left to browse, then the remaining DML Codes will be displayed). If you press PF19 or PF7, the previous 10 DML Codes will be displayed.

INPUT DATA

- ACT input value = **D**

- Press <Enter>. The system displays the following screen with additional information about the selected DML Code:

ND3005MB / ND3045PB Valid ACT = D	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DEMILITARIZATION TABLE BROWSE BRO TB	03/01/01 14:02:30 MSXXX
DEMILITARIZATION CODE - ADDITIONAL DATA		
DML Code: D		
DML Definition:		
MLI: DEMILITARIZE BY MUTILATION (MAKE UNFIT FOR INTENDED PURPOSE) BY MELTING, CUTTING, TEARING, SCRATCHING, CRUSHING, BREAKING, PUNCHING, NEUTRALIZING, ETC. (AS AN ALTERNATIVE, BURIAL OR DEEP WATER DUMPING MAY BE USED WHEN AUTHORIZED)		
DML Priority: 5		
Navigation:		
Enter- PF13--	PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--	
LOPF PREV	PGUP PGDN	EXIT

DISPLAYED DATA

- DML Code
- DML Definition
- DML Priority
- Press <Enter>. NPDMS then re-displays the DML Table Browse screen.

4.6.1.10 Center Profile Table

The Center Profile Table is used for the maintenance of global and default data for your Center. A Center specific capability to report to GSA or transfer to DRMO is provided by NPDMS. A capability to override this option on a case-by-case basis also is provided. This profile data defines Center specific online NPDMS global variable fields and default values that effect internal NPDMS processes and options. An example is the default value for the generation of pickup documents for Idle NASA Property. Some Installations will want pickup documents generated on a consistent basis, and some would not. This condition is controlled based on the Pickup Document Generation Default value in each Center Profile record. Another capability provided by this table is to maintain the name and title of individuals responsible for the survey review of property determination when preparing the NASA Form 811, NASA Form 812, and Foreign Disposal Approval Form reports. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per NASA Installation/Subinstallation in the Center Profile Table. Due to the critical nature of this table, "delete" is not a valid option. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **050** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Center Profile Table - 050 screen (ND3050MA) or the Center Profile Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.10.1 Add Center Profile

If Table Id input value = **050** and Selection value is **A**, NPDMS displays the Add screen.

ND3050MA / ND3050PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CENTER PROFILE TABLE - 050 A TB ADD		03/01/01 14:04:57 MSXXX
Installation No: ****	FEDSTRIP AAC: *****	PDO Cust Acct No: *****		
PDO User No: *****	Agency Ind: ****	Agency/Bureau Code: *****		
Pickup Doc Generation Default (Y/N): *	No of Freeze Scanning Days: **	(Choose one by entering 'Y')		
Reporting Install GSA: *	DRMD: *	Default Reimbursement Code: _		
GSA Region: **	DRMD DoDAAC: *****	Bldg: *****		
Center Name: *****	Phone: (***) *** - ****	Prop Loc Fax: (***) *** - ****		
Center Contact: *****	Rptng Inst Fax: (***) *** - ****	Zip: *****		
Address: *****	City: *****	State: **	Binding: *	
REPORTING DEFAULTS: Mail Stop: *****	Special Forms: *****	No of Copies: **	Output Class: *	
Distribution: *****	Printer Destination: ***** Desc: *****			
Job Card: *****	Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -			
	HELP	LOPF	PREV	CNCL
				EXIT

INPUT DATA

- Installation No input value = your Center ID
- FEDSTRIP AAC input value = your Center Fed AAC
- PDO Cust Acct No input value = your Center default
- PDO User No input value = your Center default
- Agency Ind
- Agency/Bureau Code

- Pickup Doc Generation Default input value = **Y** or **N**
- No of Freeze Scrning Days input value = your default value
- Reporting Install input value = choose one only
 - GSA input value = **Y**
 - DODAAC input value = **Y**
- GSA Region input value = your reporting GSA Region
- DRMO DODAAC input value = your reporting DODAAC
- Default Reimbursement Code
- Center Name
- Bldg
- Center Contact
- Phone
- Address (line 1)
- Prop Loc Fax
- Address (line 2)
- Rptng Inst Fax
- City
- State
- Zip
- Reporting Defaults
 - Mail Stop
 - Special Forms (site specific)
 - Binding (If Xerox) input values = **U**, **S**, or **V**
 - Distribution (site specific)

- No of Copies (site specific)
- Output Class (site specific)
- Printer Destination (site specific)
- Job Card
- Press **<Enter>**. NPDMS then displays a pop-up window (ND3050MB) for input of additional data.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
ND3050MA / ND3050PA          CENTER PROFILE TABLE - 050
                                A TB          ADD
                                03/01/01
                                14: 04: 57
                                MSXXX

Installation No: ****          FEDSTRIP AAC: *****          PDO Cust Acct No: *****
      PDO User No: *****          Agency Ind: ****          Agency/Bureau Code: ****
*****
ND3050MB          Additional Elements for Center Profile Table

                                SEMO Name: *****
                                PDO Name: *****
NASA HQ Approving Official Name: *****
      Survey Board Chairperson Name: *****
      Survey Board Member Name 1: *****
      Survey Board Member Name 2: *****
      Survey Board Member Name 3: *****

                                Enter 'C' to Cancel:  _

*****

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- --
      HELP  LOPF  PREV          CNCL          EXIT

```

- SEMO Name
- PDO Name
- NASA HQ Approving Official Name
- Survey Board Chairperson Name
- Survey Board Member Name 1
- Survey Board Member Name 2
- Survey Board Member Name 3
- Cancel

input value = **C**

- Press <Enter>. If not canceled in the pop-up window, then NPDMS displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record; otherwise the system returns you to the ND3050MA screen.

4.6.1.10.2 Change Center Profile

If Table Id input value = **050** and Selection value is **C**, NPDMS displays the Change screen.

ND3050MA / ND3050PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CENTER PROFILE TABLE - 050 CH TB CHANGE		03/01/01 14:15:22 MSXXX
Installation No: ****	FEDSTRIP AAC: *****	PDO Cust Acct No: *****		
PDO User No: *****	Agency Ind: ****	Agency/Bureau Code: ****		
Pickup Doc Generation Default (Y/N): *	No of Freeze Scrning Days: **			
Reporting Install GSA: *	DRMD: *	(Choose one by entering 'Y')		
GSA Region: **	DRMD DoDAAC: *****	Default Reimbursement Code: _		
Center Name: *****	Bldg: *****			
Center Contact: *****	Phone: (***) *** - ****			
Address: *****	Prop Loc Fax: (***) *** - ****			
	Rptng Inst Fax: (***) *** - ****			
City: *****	State: **	Zip: *****		
REPORTING DEFAULTS: Mail Stop: *****	Special Forms: _____	Binding: *		
Distribution: *****	No of Copies: **	Output Class: *		
Printer Destination: *****	Desc: *****			
Job Card: *****				

Navigation:				
Enter- PF13- -	PF14- -	PF15- -	PF16- -	PF17- -
HELP	LOPF	PREV	CNCL	
			PF18- -	PF19- -
			PF20- -	PF21- -
			PF22- -	PF23- -
			PF24- -	EXIT

INPUT DATA

All fields are protected except

- Installation No
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- FEDSTRIP AAC input value = your Center Fed AAC
- PDO Cust Acct No input value = your Center default
- PDO User No input value = your Center default
- Agency Ind
- Agency/Bureau Code

- Pickup Doc Generation Default input value = **Y** or **N**
- No of Freeze Scning Days input value = your default value
- Reporting Install input value = choose one only
- GSA input value = **Y**
- DODAAC input value = **Y**
- GSA Region input value = your reporting GSA Region
- DRMO DODAAC input value = your reporting DODAAC
- Default Reimbursement Code
- Center Name
- Bldg
- Center Contact
- Phone
- Address (line 1)
- Prop Loc Fax
- Address (line 2)
- Rptng Inst Fax
- City
- State
- Zip
- Reporting Defaults
 - Mail Stop
 - Special Forms (site specific)
 - Binding (If Xerox) input values = **U**, **S**, or **V**

- Distribution (site specific)
- No of Copies (site specific)
- Output Class (site specific)
- Printer Destination (site specific)
- Job Card
- Press **<Enter>**. NPDMS then displays a pop-up window (ND3050MB) for input of additional data.

ND3050MA / ND3050PA Installation No: XXXX PDO User No: XXXXX* Pickup Doc Generation Default (Y/N): Y Reporting Install GSA: Y GSA Region: XX Cent Center		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CENTER PROFILE TABLE - 050 CH TB CHANGE		03/01/01 14:30:47 MSXXX
		FEDSTRIP AAC: XXXXXX Agency Ind: **** No of Freeze Scrning Days: 14 (Choose one by entering 'Y') DRMD DoDAAC: SY2084 Default Reimbursement Code: _		PDO Cust Acct No: XXXXX* Agency/Bureau Code: ****

ND3050MB Additional Elements for Center Profile Table

SEMO Name:	XXXXXXXXXXXXX*****
PDO Name:	XXXXXXXXXXXXX*****
NASA HQ Approving Official Name:	XXXXXXXXXXXXX*****
Survey Board Chairperson Name:	XXXXXXXXXXXXX*****
Survey Board Member Name 1:	XXXXXXXXXXXXX*****
Survey Board Member Name 2:	XXXXXXXXXXXXX*****
Survey Board Member Name 3:	XXXXXXXXXXXXX*****

Enter 'C' to Cancel: _

REPORTI
 Distrib
 Printer
 Job Car
 //IRNP

 Navigat
 Enter-P
 H

INPUT DATA

- SEMO Name
- PDO Name
- NASA HQ Approving Official Name
- Survey Board Chairperson Name
- Survey Board Member Name 1
- Survey Board Member Name 2

- Survey Board Member Name 3
- Cancel input value = **C**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

4.6.1.10.3 Delete Center Profile

Deletion of the Center Profile Table is not authorized.

INPUT DATA

- Table Id input value = 50 and Selection value is **D**.
- Press **<Enter>**. NPDMS then displays the message '*No Delete Allowed for Center Profile Table*' and the system remains on the Tables Menu screen.

4.6.1.10.4 Browse Center Profile Table

If Table Id input value = **050** and Selection value is **B**, NPDMS displays the Browse Screen.

ND3005MB / ND3050PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CENTER PROFILE BROWSE BRO TB		03/01/01 14:18:14 MSXXX
ACT	INST NO	AGENCY IND	CENTER NAME	
---	-----	-----	-----	
-	XXXX		MARSHALL SPACE FLIGHT CENTER	
-	XXXX		MARSHALL SPACE FLIGHT CENTER - 81	
		*** END OF DATA ***		
Start Value _____ (Enter Full or Partial Browse Value)				
Navigation:				
Enter- PF13-	PF14-	PF15-	PF16-	PF17-
LOPF	PREV		PGUP	PGDN
			PF20-	PF21-
			PF22-	PF23-
				PF24-
				EXIT

DISPLAYED DATA

- Installation No
- Agency ID
- Center Name

INPUT DATA

The Start Value field represents the beginning Inst No to start the browse list. For example, if you know that the Inst No starts with 08, then enter 08 in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Inst No browse list repositions to the Inst No entered or the next closest value after the Inst No. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Inst Nos will be displayed (if there are not 10 Inst Nos left to browse, then the remaining Inst Nos will be displayed). If you press PF19 or PF7, the previous 10 Inst Nos will be displayed.

INPUT DATA

- ACT input value = D
- Press <Enter>. The system displays the following screen with additional information about the selected Inst No:

ND3005MB / ND3050PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
		CENTER PROFILE BROWSE		14: 18: 14
CENTER PROFILE TABLE - ADDITIONAL DATA 1				
Installation No: XXXX	FEDSTRIP AAC: XXXXXX	PDO Cust Acct No: XXXXX		
PDO User No: XXXXX	Agency Ind:	Agency/Bureau Code:		
Pickup Doc Generation Default (Y/N): Y	No of Freeze Scanning Days: 14			
Reporting Install GSA: Y	DRMD: N	(Choose one by entering 'Y')		
GSA Region: 04	DRMD DoDAAC: SY2084	Default Reimb Code:		
Center Name: MARSHALL SPACE FLIGHT CENTER	Bldg: XXXX			
Center Contact: XXXXXXXXXXXXXXXX	Phone: (XXX) XXX - XXXX			
Address: MARSHALL SPACE FLIGHT CENTER	Loc Fax: (XXX) XXX - XXXX			
MAIL CODE XXXX	Inst Fax: (XXX) XXX - XXXX			
City: MSFC	State: AL	Zip: XXXXX		
REPORTING DEFAULTS: Mail Stop: XXXX	Spc Forms:	Binding: U		
Dist: XXXXXXXXXXXX	No of Copies: 1	Output Class: D		
Printer Dest: XXXXXXXX	Desc: LINE PRINTER XXXX			
Job Card:				
//IRNPDM JOB (MSIRMPDMD04, MG2), ' PDM , CLASS=D, MSGCLASS=A, NOTIFY=MSXXX				
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -				
LOPF PREV PGUP PGDN EXIT				

DISPLAYED DATA

- Installation No
- FEDSTRIP AAC
- PDO Cust Acct No
- PDO User No

- Agency Ind
- Agency/Bureau Code
- Pickup Doc Generation Default
- No of Freeze Scanning Days
- Reporting Install
 - GSA
 - DRMO
- GSA Region
- DRMO DODAAC
- Default Reimbursement Code
- Center Name
- Bldg
- Center Contact
- Phone
- Address (line 1)
- Prop Loc Fax
- Rptng Inst Fax
- City
- State
- Reporting Defaults
 - Mail Stop
 - Special Forms (site specific)
 - Binding (If Xerox)

- Distribution
- No of Copies
- Output Class
- Printer Destination (site specific)
- Description
- Job Card
- Press <Enter>. NPDMS then displays the following window with more additional information about the selected Inst No:

ND3005MB / ND3050PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		CENTER PROFILE BROWSE		14: 18: 14	
CENTER PROFILE TABLE - ADDITIONAL DATA 1					
Installation No: XXXX		FEDSTRIP AAC: 804101		PDO Cust Acct No: XXXXX	
CENTER PROFILE TABLE - ADDITIONAL DATA 2					
Rep	ND3050MD	Additional Elements for Center Profile Table			14 Y')
Cen		SEMO Name:	XXXXXXXXXXXXXX		
		PDO Name:	XXXXXXXXXXXXXX		788
	NASA HQ Approving Official Name:		XXXXXXXXXXXXXX		511
	Survey Board Chairperson Name:		XXXXXXXXXXXXXX		151
REP	Survey Board Member Name 1:		XXXXXXXXXX		
Dis	Survey Board Member Name 2:		XXXXXXXXXX		: U
Pri	Survey Board Member Name 3:		XXXXXXXXXXXXXX		
Job					
//IRNPDMS JOB (MSIRMPDMD04, MG2), ' PDM , CLASS=D, MSGCLASS=A, NOTIFY=MSXXX					
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--					
LOPF PREV PGUP PGDN EXIT					

DISPLAYED DATA

- SEMO Name
- PDO Name
- NASA HQ Approving Official Name
- Survey Board Chairperson Name
- Survey Board Member Name 1
- Survey Board Member Name 2

- Survey Board Member Name 3

Press **<Enter>**. NPDMS then re-displays the Center Profile Browse screen.

4.6.1.11 Report/Maintenance Selection Table

The Report/Maintenance Selection Table is used in conjunction with the NPDMS Report File to identify on-request reports, standard NPDMS batch reports, and batch maintenance jobs. Before a new report or maintenance job can be executed in NPDMS it must reside on this table. When the Report Selection or Maintenance Process subsystems are invoked, the available reports and maintenance jobs are read in from this table for selection. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-O4.5 for field definitions. There is one record per report or maintenance job in the Report/Maintenance Selection Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **055** and the Enter Selection (**A, B, C, or D**). Then the Report/Maintenance Selection Table - 055 screen (ND3055MA) or the Report/Maintenance Table screen (ND3055MD) is displayed and the following occurs:

4.6.1.11.1 Add Report/Maintenance Selection

If Table Id input value = **055** and Selection value is **A**, NPDMS displays the Add screen.

ND3055MA / ND3055PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
		RPT/MAINT SELECTION TABLE - 055		14:39:48
		A TB	ADD	MSXXX
Job Type Determination	:	*	(R=Report, M=Maintenance)	
Report/Maintenance Job No	:	***	(Use 900 thru 999 for center uniques)	
Report Execution Sequence No:	:	****	(Use 8000 thru 8999 for center uniques)	
Allow Immediate Submission	:	N	(Reserved for future use)	
Description: *****				
----- Required Inputs -----				
Start Date	:	—	(0, R, B or Blank)	
End Date	:	—	(0, R, B or Blank)	
No. of Days	:	—	(0, R, B or Blank)	
(0=On Request, R=Reg. Scheduled B=Both, Blank=Not Required)				
----- Criteria For Custom Inputs -----				
			Criteria 1	_____
			Criteria 2	_____
			Criteria 3	_____
			Criteria 4	_____
			Criteria 5	_____
Navigation:				
Enter- PF13-	PF14-	PF15-	PF16-	PF17-
HELP	LOPF	PREV	CNCL	
				PF18-
				PF19-
				PF20-
				PF21-
				PF22-
				PF23-
				PF24---
				EXIT

INPUT DATA

- Job Type Determination input value = **R** or **M**
- Report/Maintenance Job No
- Report Execution Sequence No

NOTE: Input value for Report Execution Sequence No may not be 0001 or 9999.

- Allow Immediate Submission
- Description
- Start Date input value = **On Request**,
 Regularly Scheduled, **Both**
 or **blank** (not required)
- End Date input value = **On Request**,
 Regularly Scheduled, **Both**
 or **blank** (not required)
- No. of Days input value = **On Request**,
 Regularly Scheduled, **Both**
 or **blank** (not required)

NOTE: The values assigned for the Start Date, End Date, and No. of Days determine that some modifiable fields are mandatory when scheduling a report in the Report Selection process (e.g., Begin Date). Refer to Section 4.5.1 Report Processing.

- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record. However, if the report existed was deleted while copies of the report remained scheduled, the following warning message displays.

```

ND3055MA / ND3055PA      NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
                           RPT/MAINT SELECTION TABLE - 055              14: 39: 48
                           A TB      ADD                                  MSXXX
*****
ND3055MB                  W A R N I N G                                03/01/01

  This report is CURRENTLY scheduled on the report file.
  This condition denotes that the table 55 record (the record
  currently being added) for this report existed previously and
  was deleted while there were still one or more copies of the
  report scheduled to run.

  Therefore CAUTION must be exercised when assigning a
  value to the No. of Days field. It should match the value
  assigned to this field prior to the record being deleted or
  the value entered for the 'Number of Days' when the report was
  scheduled MAY be interpreted incorrectly if a change is
  attempted using the Update Standard Reports process. Consult
  with your ADP representative.

                          Press 'ENTER' to Continue
*****
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
      HELP  LOPF  PREV          CNCL                                     EXIT
  
```


INPUT DATA

- Press <Enter>.

4.6.1.11.2 Change Report/Maintenance Selection

If Table Id input value = **055** and Selection value is **C**, NPDMS displays the Change screen.

ND3055MA / ND3055PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
		RPT/MAINT SELECTION TABLE - 055		14:56:59
		CH TB CHANGE		MSXXX
Job Type Determination	:	*	(R=Report, M=Maintenance)	
Report/Maintenance Job No	:	***	(Use 900 thru 999 for center uniques)	
Report Execution Sequence No:	:	****	(Use 8000 thru 8999 for center uniques)	
Allow Immediate Submission	:	_	(Reserved for future use)	
Description: *****				
----- Required Inputs -----				
Start Date	:	_	(0, R, B or Blank)	
End Date	:	_	(0, R, B or Blank)	
No. of Days:	:	_	(0, R, B or Blank)	
(0=On Request, R=Reg. Scheduled B=Both, Blank=Not Required)			----- Criteria For Custom Inputs -----	
			Criteria 1	_____
			Criteria 2	_____
			Criteria 3	_____
			Criteria 4	_____
			Criteria 5	_____
Navigation:				
Enter- PF13-	PF14-	PF15-	PF16-	PF17-
HELP	LOPF	PREV	CNCL	
				PF18-
				PF19-
				PF20-
				PF21-
				PF22-
				PF23-
				PF24-
				EXIT

INPUT DATA

- Job Type Determination input value = **R** or **M**
- Report/Maintenance Job No

NOTE: Job Type Determination and Report/Maintenance Job No cannot be changed. If the Job Type Determination and Report/Maintenance Job No are erroneous, the record must be removed through the "Delete Report/Maintenance Selection" process and corrected through the "Add Report/Maintenance Selection" process.

- Report Execution Sequence No

NOTE: Input value for Report Execution Sequence No may not be 0001 or 9999.

- Allow Immediate Submission
- Description
- Start Date input value = **On Request**,
Regularly Scheduled, **Both**
or **blank** (not required)

- NOTE:** If the report is currently scheduled, the Number of Days field cannot be changed.

- #### 4.6.1.11.3 Delete Report/Maintenance Selection

```

      ND3055MA / ND3055PA      NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
                                RPT/MAINT SELECTION TABLE - 055      15: 05: 49
                                DE TB      DELETE      MSXXX

Job Type Determination      :  *      (R=Report, M=Maintenance)
Report/Maintenance Job No   :  ***      (Use 900 thru 999 for center uniques)
Report Execution Sequence No:  ****      (Use 8000 thru 8999 for center uniques)
Allow Immediate Submission  :  _      (Reserved for future use)

Description:  *****

----- Required Inputs -----
Start Date :  _      (0, R, B or Blank)
End Date   :  _      (0, R, B or Blank)
No. of Days:  _      (0, R, B or Blank)

(0=0n Request, R=Reg. Scheduled
 B=Both, Blank=Not Required)

----- Criteria For Custom Inputs -----
Criteria 1  _____
Criteria 2  _____
Criteria 3  _____
Criteria 4  _____
Criteria 5  _____

Navigation:
Enter- PF13- PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- --
      HELP  LOPF  PREV      CNCL      EXIT

```

INPUT DATA

- Job Type Determination input value = **R** or **M**
- Report/Maintenance Job No
- Press **<Enter>**. The system displays the following selected record field and the confirmation field:
- Report Execution Sequence No

- ## INPUT DATA

- NOTE:** The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.11.4 Browse Report/Maintenance Selection Table

If Table Id input value = **055** and Selection value is **B**, NPDMS displays the Browse screen.

DISPLAYED DATA

- Inst No
- Type
- Seq
- Description

INPUT DATA

The Start Value field represents the beginning Inst No/Type/Seq to start the browse list. For example, if you know that the Inst No starts with 0808 and the Type starts with M, then enter 0808 and M in the Start Value field.

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Report/Maintenance browse list repositions to the Inst No/Type/Seq entered or the next closest value after the Inst No/Type/Seq. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Inst Nos/Types/Seqs will be displayed (if there are not 10 Inst Nos/Types/Seqs left to browse, then the remaining Inst Nos/Types/Seqs will be displayed). If you press PF19 or PF7, the previous 10 Inst Nos/Types/Seqs will be displayed.

INPUT DATA

- ACT input value = **D**
- Press **<Enter>**. The system then displays the following screen with additional information about the Selected Inst No:

ND3055MD / ND3055PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
Valid ACT = D	REPORT/MAINTENANCE SELECTION TABLE BROWSE	15:13:54
	BRO TB	MSXXX
REPORT/MAINTENANCE TABLE - ADDITIONAL DATA		
Job Type Determination : M	(R=Report, M=Maintenance)	
Report/Maintenance Job No : 610	(Use 900 thru 999 for center uniques)	
Report Execution Sequence No: 100	(Use 8000 thru 8999 for center uniques)	
Allow Immediate Submission :	(Reserved for future use)	
Description: SET PRE-INVENTORY DATE		
----- Required Inputs -----		
Start Date : (0, R, B or Blank)	Criteria 1	
End Date : (0, R, B or Blank)	Criteria 2	
No. of Days: (0, R, B or Blank)	Criteria 3	
(0=On Request, R=Reg. Scheduled	Criteria 4	
B=Both, Blank=Not Required)	Criteria 5	
----- Criteria For Custom Inputs -----		
Navigation:		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
LOPF PREV	PGUP PGDN	EXIT

DISPLAYED DATA

- Job Type Determination
- Report/Maintenance Job No
- Report Execution Sequence No
- Allow Immediate Submission
- Description
- Required Inputs
 - Start Date
 - End Date
 - No of Days
- Press <Enter>. NPDMS then re-displays the Report/Maintenance Selection Table Browse screen.

4.6.1.12 Shelf Life Type I Table

The Shelf Life Type I Table is used for the verification of valid Shelf Life Types and the retrieval of specific Shelf Life time limit information on a particular type of property for transferring to the DRMO. Refer to the Shelf Life Type II Table, Section 4.6.1.13, for time

extension data. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Shelf Life Type in the Shelf Life Type I Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **060** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Shelf Life Type I Table - 060 screen (ND3060MA) or the Shelf Life Type I Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.12.1 Add Shelf Life Type I

If Table Id input value = **060** and Selection value is **A**, NPDMS displays the Add screen.

ND3060MA / ND3060PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM SHELF LIFE TYPE I TABLE - 060 A TB ADD	03/01/01 15:27:31 MSXXX
Shelf Life Code - Type: * Shelf Life Period: ** (0 = Non-Deteriorative, (Months) X = Greater than 60 months)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Shelf Life Code - Type
- Shelf Life Period
(Months)
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record.

4.6.1.12.2 Change Shelf Life Type I

If Table Id input value = **060** and Selection value is **C**, NPDMS displays the Change screen.

INPUT DATA

- Shelf Life Code - Type
- Press **<Enter>**. NPDSMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- Shelf Life Period (Months)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

If Table Id input value = **060** and Selection value is **D**, NPDMS displays the Delete screen.

INPUT DATA

- Shelf Life Code - Type
- Press **<Enter>**. The system displays the following selected record field and the confirmation field:
- Shelf Life Period
(Months)

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Deleted'* and remains on the Delete screen for entry of the next record.

4.6.1.12.4 Browse Shelf Life Type I Table

125

ND3001MB / ND3060PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		SHELF LIFE TYPE I BROWSE		08:45:41	
		BRO TB		MSXXX	
SHELF LIFE TYPE	DURATION PERIOD				
-----	-----				
A	55				
B	60				
C	45				
D	4				
E	5				
F	6				
G	09				
H	12				
J	15				
K	18				
Start Value					
_____ (Enter Full or Partial Browse Value)					
Navigation:					
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-
LOPF	PREV				
			PF19-	PF20-	PF21-
			PGUP	PGDN	
				PF22-	PF23-
					PF24- - -
					EXIT

DISPLAYED DATA

- Shelf Life Code Type
- Shelf Life Period (months)

INPUT DATA

Start Value field represents the beginning Shelf Life Type to start the Browse list. For example, if you know that the Shelf Life Type starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Shelf Life Type browse list repositions to the Shelf Life Type entered or the next closest value after the Shelf Life Type. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Shelf Life Types will be displayed (if there are not 10 Shelf Life Types left to browse, then the remaining Shelf Life Types will be displayed). If you press PF19 or PF7, the previous 10 Shelf Life Types will be displayed.

4.6.1.13 Shelf Life Type II Table

The Shelf Life Type II Table is used for the verification of valid Shelf Life Types and the retrieval of specific Shelf Life extension time limit information on a particular type of property for transferring to the DRMO. This table only contains time extension data, whereas the Shelf Life Type I Table holds the overall time limit data. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-O4.5 for field definitions. There is one record per Shelf Life Type in the Shelf Life Type II Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **062** and the Enter Selection (**A, B, C, or D**). Then the Shelf Life Type II Table - 062 screen (ND3062MA) or the Shelf Life Type II Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.13.1 Add Shelf Life Type II

If Table Id input value = **062** and Selection value is **A**, NPDMS displays the Add screen.

ND3060MA / ND3062PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM SHELF LIFE TYPE II TABLE - 062 A TB ADD	03/01/01 08:47:55 MSXXX
Shelf Life Code - Type: *		
Shelf Life Period: ** (0 = Non-Deteriorative, (Months) X = Greater than 60 months)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Shelf Life Code - Type
- Shelf Life Period (Months)
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record.

4.6.1.13.2 Change Shelf Life Type II

If Table Id input value = **062**, and Selection value is **C**, NPDMS displays the Changed screen.

INPUT DATA

- Shelf Life Code - Type
- Press **<Enter>**. NPDMMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: Shelf Life Code cannot be changed. If the Shelf Life Code is erroneous, the record must be removed through the “Delete Shelf Life Type II” process and corrected through the “Add Shelf Life Type II” process.

INPUT DATA

- Shelf Life Period
(Months)
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Change screen for entry of the next record.

4.6.1.13.3 Delete Shelf Life Type II

If Table Id input value = **062** and Selection value is **D**, NPDMS displays the Delete screen.

ND3001MB / ND3062PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		SHELF LIFE TYPE II BROWSE		08:53:38	
		BRO TB		MSXXX	
SHELF LIFE TYPE	DURATION PERIOD				
-----	-----				
B	44				
B	44				
D	44				
X	X				
1	0				
2	X				
3	49				
4	12				
4	44				
5	18				
Start Value					
_____ (Enter Full or Partial Browse Value)					
Navigation:					
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-
LOPF	PREV			PGUP	PGDN
				PF20-	PF21-
				PF22-	PF23-
					PF24-
					EXIT

DISPLAYED DATA

- Shelf Life Code Type
- Shelf Life Period (months)

INPUT DATA

The Start Value field represents the beginning Shelf Lift Type to start the browse list. For example, if you know that the Shelf Life Type starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Shelf Life Type browse list repositions to the Shelf Life Type entered or the next closest value after the Shelf Life Type. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Shelf Life Types will be displayed (if there are not 10 Shelf Life Types left to browse, then the remaining Shelf Life Types will be displayed). If you press PF19 or PF7, the previous 20 Shelf Life Types will be displayed.

4.6.1.14 Hazardous Materials Code Table

The Hazardous Materials Code Table is used by NPDMS for the verification of valid Hazardous Materials Codes and the retrieval of specific Hazardous Materials information. Hazardous Materials Codes identify explosives and other dangerous articles that require special handling during shipment. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Hazardous Materials Code in the Hazardous Materials Code Table. This table should have limited user update authority.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **065** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Hazardous Materials Code Table - 065 screen (ND3065MA) or the Hazardous Materials Code Table screen (ND3005MB) is displayed and the following occurs:

If Table Id input value = **065** and Selection value is **A**, NPDMs displays the Add screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
HAZARDOUS MATERIALS CODE TABLE - 065
A TB ADD
03/01/01
08:57:23
MSXXX

ND3065MA / ND3065PA

Haz Mat Code: **

Explanation: *****
              _____
              _____
              _____

Navigation:
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
        HELP  LOPF  PREV          CNCL                                EXIT

```

- Haz Mat Code
- Explanation (Description)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

If Table Id input value = **065** and Selection value is **C**, NPDMS displays the Change screen.

ND3065MA / ND3065PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM HAZARDOUS MATERIALS CODE TABLE - 065 CH TB CHANGE	03/01/01 09:00:34 MSXXX
Haz Mat Code: **		
Explanation: ***** _____ _____		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Haz Mat Code
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: Haz Mat Code cannot be changed. If the Haz Mat Code is erroneous, the record must be removed through the “Delete Hazardous Materials Code” process and corrected through the “Add Hazardous Materials Code” process.

INPUT DATA

- Explanation (Description)
- Press <Enter>. NPDMS then displays the message ‘Record Successfully Changed’ and remains on the Change screen for entry of the next record.

4.6.1.14.3 Delete Hazardous Materials Code

If Table Id input value = **065** and Selection value is **D**, NPDMS displays the Delete screen.

INPUT DATA

- Haz Mat Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- Explanation (Description)
- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

4.6.1.14.4 Browse Hazardous Materials Code Table

133

ND3005MB / ND3065PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM HAZARDOUS MATERIALS CODE TABLE BROWSE BRO TB		03/01/01 09:20:46 MSXXX									
ACT	HAZARDOUS MAT CODE	EXPLANATION											
---	----	-----											
-	AB	AMMUNITION FOR CANNON WITH EXPLOSIVE PROJECTILE, C											
-	AC	AMMUNITION FOR CANNON WITH GAS PROJECTILE, CLASS A											
-	AD	AMMUNITION FOR CANNON WITH ILLUMINATING PROJECTILE											
-	AE	AMMUNITION FOR CANNON WITH INCENDIARY PROJECTILE,											
-	AF	AMMUNITION FOR CANNON WITH INERT-LOADED PROJECTILE											
-	AG	AMMUNITION FOR CANNON WITH SMOKE PROJECTILE, CLASS											
-	AH	AMMUNITION FOR CANNON WITH SOLID PROJECTILE, CLASS											
-	AI	AMMUNITION FOR CANNON WITHOUT PROJECTILE, CLASS B											
-	AJ	CHLOROPICRIN LIQUID, POISON B											
-	AK	AMMUNITION FOR SMALL ARMS WITH EXPLOSIVE PROJECTILE											
	Start Value												
		(Enter Full or Partial Browse Value)											
Navigation:													
Enter-	PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
	LOPF	PREV					PGUP	PGDN				EXIT	

DISPLAYED DATA

- Haz Mat Code
- Explanation (Description)

INPUT DATA

The Start Value field represents the beginning Hazardous Materials Code to start the browse list. For example, if you know that the Hazardous Materials Code starts with AB, then enter AB in the Start Value field.

- Start Value
- Press <Enter>, PF17 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Hazardous Materials Code browse list repositions to the Hazardous Materials Code entered or the next closest value after the Hazardous Materials Code. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Hazardous Materials Codes will be displayed (if there are not 10 Hazardous Materials Codes left to browse, then the remaining Hazardous Materials Codes will be displayed). If you press PF19 or PF7, the previous 10 Hazardous Materials Codes will be displayed.

INPUT DATA

- ACT input value = D
- Press <Enter>. The system displays the following screen with additional information about the selected Hazardous Materials Code.

ND3005MB / ND3065PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM HAZARDOUS MATERIALS CODE TABLE BROWSE	03/01/01 09:20:46 MSXXX
Valid ACT = D	BRO TB	
HAZARDOUS MATERIAL CODE - ADDITIONAL DATA		
Haz Mat Code: AC		
Explanation: AMMUNITION FOR CANNON WITH GAS PROJECTILE, CLASS A EXPLOSIVE		
- AJ	CHLOROPICRIN LIQUID, POISON B	
- AK	AMMUNITION FOR SMALL ARMS WITH EXPLOSIVE PROJECTILE	
- Start Value		
_____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13-	PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- -	
LOPF	PREV	PGUP PGDN EXIT

DISPLAYED DATA

- Haz Mat Code
- Explanation (Description)
- Press <Enter>. NPDMS then re-displays the Hazardous Materials Code Table Browse screen.

4.6.1.15 Controlled Inventory Item Code Table

The Controlled Inventory Item Code Table is used by NPDMS for the verification of valid DRMO Controlled Inventory Item Codes and the retrieval of specific Controlled Inventory Item information when transferring to the DRMO. Controlled Inventory Item Codes indicate the security classification and/or security risk or pilferage controls for the storage and transportation of property. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per DRMO Controlled Inventory Item Code in the Controlled Inventory Item Table. This table should have limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **070** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Controlled Inventory Item Code Table - 070 screen (ND3070MA) or the Controlled Inventory Item Code Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.15.1 Add Controlled Inventory Item Code

If Table Id input value = **070** and Selection value is **A**, NPDMS displays the Add screen.

ND3070MA / ND3070PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CONTROLLED INVENTORY ITEM CODE TABLE - 070 A TB ADD	03/01/01 09: 24: 03 MSXXX
Controlled Inventory Item Code: *		
Explanation: *****		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Controlled Inventory Item Code
- Explanation (Description)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.15.2 Change Controlled Inventory Item Code

If Table Id input value = **070** and Selection value is **C**, NPDMS displays the Change screen.

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INPUT DATA

- Controlled Inventory Item Code
- Press **<Enter>**. The system displays the following selected record field and the confirmation field:
- Explanation (Description)

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

4.6.1.15.4 Browse Controlled Inventory Item Code Table

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ND3001MB / ND3070PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM CONTROLLED INVENTORY ITEM CODE TABLE BROWSE BRO TB		03/01/01 09:31:35 MSXXX									
CONTROLLED INV CODE	EXPLANATION												

A	CONFIDENTIAL - FORMERLY RESTRICTED DATA												
B	CONFIDENTIAL - RESTRICTED DATA												
C	CONFIDENTIAL												
D	CONFIDENTIAL - CRYPTOLOGIC												
E	SECRET - CRYPTOLOGIC												
F	TOP SECRET - CRYPTOLOGIC												
G	SECRET - FORMERLY RESTRICTED DATA												
H	SECRET - RESTRICTED DATA												
I	AIRCRAFT ENGINE EQUIPMENT AND PARTS												
J	PILFERAGE												
Start Value	_____ (Enter Full or Partial Browse Value)												
Navigation:													
Enter	PF13	PF14	PF15	PF16	PF17	PF18	PF19	PF20	PF21	PF22	PF23	PF24	---
		LOPF	PREV				PGUP	PGDN					EXIT

DISPLAYED DATA

- Controlled Inventory Item Code
- Explanation (Description)

INPUT DATA

The Start Value field represents the beginning Controlled Inventory Item Code to start the browse list. For example, if you know that the Controlled Inventory Item Code starts with **A**, then enter **A** in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Controlled Inventory Item Code browse list repositions to the Controlled Inventory Item Code entered or the next closest value after the Controlled Inventory Item Code. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Controlled Inventory Item Codes will be displayed (if there are not 10 Controlled Inventory Item Codes left to browse, then the remaining Controlled Inventory Item Codes will be displayed). If you press PF19 or PF7, the previous 10 Controlled Inventory Item Codes will be displayed.

4.6.1.16 ADPE Identification Code Table

The ADPE Identification Code Table is used by NPDMS for the verification of valid ADPE Identification Codes and the retrieval of specific ADPE Identification information when transferring to the DRMO. ADPE Identification Codes identify the category of Automated Data Processing Equipment and associated supplies and equipment. Refer to the *NPDMS*

Data Dictionary AIM-NPDMS-DD-04.5 for field definitions. There is one record per ADPE Identification Code in the ADPE Identification Code Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **075** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the ADPE Identification Code Table - 075 screen (ND3075MA) or the ADPE Identification Code Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.16.1 Add ADPE Identification Code

If Table Id input value = **075** and Selection value is **A**, NPDMS displays the Add screen.

ND3075MA / ND3075PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ADPE IDENTIFICATION CODE TABLE - 075 A TB ADD	03/01/01 09:37:13 MSXXX
ADPE Identification Code: *		
Explanation:		

Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- ADPE Identification Code
- Explanation
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record.

4.6.1.16.2 Change ADPE Identification Code

If Table Id input value = **075** and Selection value is **C**, NPDMS displays the Change screen.

ND3075MA / ND3075PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ADPE IDENTIFICATION CODE TABLE - 075 CH TB CHANGE	03/01/01 09:40:44 MSXXX
ADPE Identification Code: *		
Explanation:		
***** _____		
Navigation:		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - -	HELP LOPF PREV	CNCL EXIT

INPUT DATA

All fields are protected except

- ADPE Identification Code
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: ADPE Identification Code cannot be changed. If the ADPE Identification Code is erroneous, the record must be removed through the “Delete ADPE Identification Code” process and corrected through the “Add ADPE Identification Code” process.

INPUT DATA

- Explanation
- Press <Enter>. NPDMS then displays the message ‘Record Successfully Changed’ and remains on the Change screen for entry of the next record.

4.6.1.16.3 Delete ADPE Identification Code

If Table Id input value = **075** and Selection value is **D**, NPDMS displays the Delete screen.

ND3075MA / ND3075PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ADPE IDENTIFICATION CODE TABLE - 075 DE TB DELETE	03/01/01 09:42:18 MSXXX
ADPE Identification Code: *		
Explanation:		
***** _____		
Navigation:		
Enter- PF13- HELP	PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- LOPF PREV CNCL	EXIT

INPUT DATA

All fields are protected except

- ADPE Identification Code
- Press <Enter>. The system displays the following selected record fields and the confirmation field:
- Explanation

INPUT DATA

- Verify Delete input value = **D**
- Press <Enter>. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter the next record or **PF17** to cancel the delete process.

4.6.1.16.4 Browse ADPE Identification Code Table

If Table Id input value = **075** and Selection value is **B**, NPDMS displays the Browse screen.

ND3001MB / ND3075PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ADPE IDENTIFICATION CODE BROWSE BRO TB		03/01/01 09:44:20 MSXXX									
ADPE ID	EXPLANATION												
0	ITEM WITH NO ADP COMPONENTS												
1	PERSONAL COMPUTER												
2	DIGITAL CPU, ADP CENTRAL PROCESSING UNITS FOR COMPUTERS												
3	HYBRID CPU, ADP CENTRAL PROCESSING UNITS FOR COMPUTERS												
4	ADPE INPUT/OUTPUT AND STORAGE DEVICES USED TO CONTROL AND TRANSFER INFORMATION TO AND FROM A CPU												
Start Value	_____ (Enter Full or Partial Browse Value)												
Navigation:													
Enter	PF13	PF14	PF15	PF16	PF17	PF18	PF19	PF20	PF21	PF22	PF23	PF24	---
	LOPF	PREV				PGUP	PGDN					EXIT	

DISPLAYED DATA

- ADPE Identification Code
- Explanation

INPUT DATA

The Start Value field represents the beginning ADPE Id to start the browse list. For example, if you know that the ADPE Id starts with 1, then enter 1 in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the ADPE Id list repositions to the ADPE Id entered or the next closest value after the ADPE Id. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 5 ADPE Ids will be displayed (if there are not 5 ADPE Ids left to browse, then the remaining ADPE Ids will be displayed).

4.6.1.17 Precious Metals Code Table

The Precious Metals Code Table is used by NPDMS for the verification of valid Precious Metals Codes and the retrieval of specific Precious Metals information when transferring to the DRMO. The Precious Metals Property Codes identify types and content value of precious metals contained in the property undergoing disposition. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Precious Metals Code in the Precious Metals Code Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available.

Once the Table Menu is displayed, action is performed based on the input of Table Id **080** and the Enter Selection (**A, B, C,** or **D**). Then the Precious Metals Code Table - 080 screen (ND3080MA) or the Precious Metals Code Table screen (ND3001MB) is displayed and the following occurs:

If Table Id input value = **080** and Selection value is **A**, NPDMS displays the Add screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
PRECIOUS METALS CODE TABLE - 080
A TB ADD
03/01/01
09: 51: 19
MSXXX

ND3080MA / ND3080PA

Precious Metals Code: *

Precious Metals
Content Description: _____

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
HELP LOPF PREV CNCL EXIT

```

- Precious Metals Code
- Precious Metals Content Description
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record.

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```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
PRECIOUS METALS CODE TABLE - 080
CH TB          CHANGE
03/01/01
09: 53: 45
MSXXX

ND3080MA / ND3080PA

Precious Metals Code: *

Precious Metals
Content Description: _____

*****

Navigation:
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24--
        HELP  LOPF  PREV          CNCL                                EXIT

```

All fields are protected except

- NOTE:** Precious metals code cannot be changed. If the precious metals code is erroneous, the record must be removed through the "delete precious metals code" process and corrected through the "add precious metals code" process.

- Precious Metals Content Description
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

If Table Id input value = **080** and Selection value is **D**, NPDMS displays the Delete screen.

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ND3001MB / ND3080PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PRECIOUS METALS CODE BROWSE BRO TB		03/01/01 09: 58: 09 MSXXX								
PRECIOUS METALS CD	PRECIOUS METALS CONTENT DESCRIPTION											

A	NO KNOWN PRECIOUS METALS											
B	ITEM IS KNOWN TO CONTAIN PRECIOUS METAL(S) BUT THE AMOUNT(S) IS UNKNOWN											
C	PRESENCE OR ABSENCE OF PRECIOUS METALS VARIES BETW EEN ITEMS OF PRODUCTION FOR THE SAME SUPPLY ITEM											
D	SILVER, EQUALS 15 GRAMS OR MORE											
E	SILVER, LESS THAN 15 GRAMS											
Start Value												
_____ (Enter Full or Partial Browse Value)												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
	LOPF	PREV				PGUP	PGDN				EXIT	

DISPLAYED DATA

- Precious Metals Code
- Precious Metals Content Description

INPUT DATA

The Start Value field represents the beginning Precious Metals Code to start the browse list. For example, if you know that the Precious Metals Code starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Precious Metals Code list repositions to the Precious Metals Code entered or the next closest value after the Precious Metals Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 5 Precious Metals Codes will be displayed (if there are not 5 Precious Metals Codes left to browse then the remaining Precious Metals Codes will be displayed). If you press PF19 or PF7, the previous 5 Precious Metals Codes will be displayed.

4.6.1.18 Materiel Management Aggregation Code Table

The Materiel Management Aggregation Code Table is used for the verification of valid Materiel Management Aggregation Property Codes and the retrieval of specific logistic information for reporting purposes as defined in *AF67—1 Manual*. These codes designate materiel management responsibility. A separate code is assigned to each segment or

category of materiel, which is to be managed and reported as a separate logistics program. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per Materiel Management Aggregation Property Code in the Materiel Management Aggregation Code Table. This table is maintained and populated by the installation with limited user update authority.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **085** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Materiel Management Aggregation Code Table - 085 screen (ND3085MA) or the Material Management Aggregation Code Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.18.1 Add Materiel Management Aggregation Code

If Table Id input value = **085** and Selection value is **A**, NPDMS displays the Add screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ND3085MA / ND3085PA MATERIEL MANAGEMENT AGGREGATION CODE TABLE - 085 A TB ADD		03/01/01 10:02:00 MSXX
Materiel Management Aggregation Code: **		
MMAC Nomenclature: *****		
MMAC Manager: _____		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Materiel Management Aggregation Code
- MMAC Nomenclature
- MMAC Manager
- Press <Enter>. NPDMS then displays the message 'Record Successfully Added'

and remains on the Add screen for entry of the next record.

4.6.1.18.2 Change Materiel Management Aggregation Code

If Table Id input value = **085** and Selection value is **C**, NPDMS displays the Change screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND3085MA / ND3085PA	MATERIEL MANAGEMENT AGGREGATION CODE TABLE - 085	10:03:14
CH TB	CHANGE	MSXXX
Materiel Management Aggregation Code: **		
MMAC Nomenclature:		

MMAC Manager: _____		
Navigation:		
Enter- PF13-	PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24-	
HELP	LOPF PREV	CNCL
		EXIT

INPUT DATA

All fields are protected except

- Materiel Management Aggregation Code
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: Materiel Management Aggregation Code cannot be changed. If the Materiel Management Aggregation Code is erroneous, the record must be removed through the "Delete Materiel Management Aggregation Code" process and corrected through the "Add Materiel Management Aggregation Code" process.

INPUT DATA

- MMAC Nomenclature
- MMAC Manager
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Change screen for entry of the next record.

4.6.1.18.3 Delete Materiel Management Aggregation Code

If Table Id input value = **085** and Selection value is **D**, NPDMS displays the Delete screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM ND3085MA / ND3085PA MATERIEL MANAGEMENT AGGREGATION CODE TABLE - 085 DE TB DELETE		03/01/01 10: 10: 02 MSXXX
Materiel Management Aggregation Code: **		
MMAC Nomenclature: *****		
MMAC Manager: _____		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV		

INPUT DATA

All fields are protected except

- Materiel Management Aggregation Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- MMAC Nomenclature
- MMAC Manager

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.18.4 Browse Materiel Management Aggregation Code Table

If Table Id input value = **085** and Selection value is **B**, NPDMS displays the Browse screen.

ND3001MB / ND3085PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM MATERIAL MANAGEMENT AGGREGATION CODE BROWSE BRO TB		03/01/01 10:19:11 MSXXX									
MMAC/ NOMENCLATURE		MMAC MANAGER											
AA		VR/MMI											
AB AIM-4A		VR/MMI											
AC AIM-9B		SM/MMI											
AD AGM-16		SM/MMI											
AE BURNER/437		00/MMI											
LGM-25C													
Start Value													
(Enter Full or Partial Browse Value)													
Navigation:													
Enter	PF13	PF14	PF15	PF16	PF17	PF18	PF19	PF20	PF21	PF22	PF23	PF24	---
	LOPF	PREV				PGUP	PGDN					EXIT	

DISPLAYED DATA

- Material Management Aggregation Code
- MMAC Manager
- MMAC Nomenclature

INPUT DATA

The Start Value field represents the beginning Material Management Aggregation Code to start the browse list. For example, if you know that the Material Management Aggregation Code starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Material Management Aggregation Code list repositions to the Material Management Aggregation Code entered or the next closest value after the Material Management Aggregation Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 5 Material Management Aggregation Codes will be displayed (if there are not 5 Material Management Aggregation Codes left to browse then the remaining Material Management Aggregation Codes will be displayed). If you press PF19 or PF7, the previous 5 Material Management Aggregation Codes will be displayed.

4.6.1.19 DRMO Disposal Authority Code Table

The DRMO Disposal Authority Code Table is used by NPDMS for the verification of valid DRMO Disposal Authority Codes and the retrieval of specific Disposal Authority information when transferring to the DRMO. DRMO Disposal Authority Codes indicate that property transferred to a DRMO are authorized to be transferred for disposal based on instructions of the IMM/ICP. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per DRMO Disposal Authority Code in the DRMO Disposal Authority Code Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **090** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the DRMO Disposal Authority Code Table - 090 screen (ND3090MA) or the DRMO Disposal Authority Code Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.19.1 Add DRMO Disposal Authority Code

If Table Id input value = **090** and Selection value is **A**, NPDMS displays the Add screen.

ND3090MA / ND3090PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO DISPOSAL AUTHORITY CODE TABLE - 090 A TB ADD	03/01/01 10: 21: 56 MSXX
DRMO Disposal Authority Code: *		
Expl anati on: *****		

Navigation: _____		
Enter- PF13- -	PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	
HELP	LOPF PREV CNCL	EXIT

INPUT DATA

- DRMO Disposal Authority Code input value = **M**, **N** or **R**
- Explanation (Description)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*'

and remains on the Add screen for entry of the next record.

4.6.1.19.2 Change DRMO Disposal Authority Code

If Table Id input value = **090** and Selection value is **C**, NPDMS displays the Change screen.

ND3090MA / ND3090PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO DISPOSAL AUTHORITY CODE TABLE - 090 CH TB CHANGE	03/01/01 10:24:28 MSXXX
DRMO Disposal Authority Code: *		
Expl anati on: *****		
<div></div> <div></div> <div></div>		
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- -- HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- DRMO Disposal Authority Code input value = **M, N** or **R**
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: DRMO Disposal Authority Code cannot be changed. If the DRMO Disposal Authority Code is erroneous, the record must be removed through the "Delete DRMO Disposal Authority Code" process and corrected through the "Add DRMO Disposal Authority Code" process.

INPUT DATA

- Explanation (Description)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

4.6.1.19.3 Delete DRMO Disposal Authority Code

If Table Id input value = **090** and Selection value is **D**, NPDMS displays the Delete screen.

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ND3005MB / ND3090PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO DISPOSAL AUTHORITY CODE TABLE BROWSE BRO TB		03/01/01 10: 29: 39 MSXXX
ACT	DISPOSAL CODE	EXPLANATION		
---	-----	-----		
-	M	ITEMS ARE IMM/ICP STOCKS AND ARE BEING TRANSFERRED TO D		
-	N	ITEMS ARE NOT REPORTABLE BY VIRTUE OF AN EXCLUSION TO T		
-	R	ITEMS HAVE BEEN REPORTED TO THE IMM/ICP UNDER MILSTRIP		
		*** END OF DATA ***		
Start Value				
_____ (Enter Full or Partial Browse Value)				
Navigation:				
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -				
LOPF PREV				

DISPLAYED DATA

- DRMO Disposal Authority Code
- Explanation (Description)

INPUT DATA

The Start Value field represents the beginning DRMO Disposal Authority Code to start the browse list. For example, if you know that the DRMO Disposal Authority Code starts with A, then enter A in the Start Value field.

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the DRMO Disposal Authority Code browse list repositions to the DRMO Disposal Authority Code entered or the next closest value after the DRMO Disposal Authority Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 DRMO Disposal Authority Codes will be displayed (if there are not 10 Disposal Codes left to browse then the remaining DRMO Disposal Authority Codes will be displayed). If you press PF19 or PF7, the previous 10 DRMO Disposal Authority Codes will be displayed.

INPUT DATA

- ACT input value = D
- Press **<Enter>**. The system displays the following screen with additional

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
DRMD DISPOSAL AUTHORITY CODE TABLE BROWSE	10:31:07
BRO TB	MSXX

<p>DRMD DISPOSAL AUTHORITY - ADDITIONAL DATA</p> <p>DRMD Disposal Authority Code: M</p> <p>Explanation:</p> <p>ITEMS ARE IMM/ICP STOCKS AND ARE BEING TRANSFERRED TO DISPOSAL BY AUTHORITY OF THE RESPONSIBLE IMM</p>

Start Value _____ (Enter Full or Partial Browse Value)

Navigation: _____

Enter-PF13--	PF14--	PF15--	PF16--	PF17--	PF18--	PF19--	PF20--	PF21--	PF22--	PF23--	PF24--
	LOPF	PREV				PGUP	PGDN				EXIT

- DRMO Disposal Authority Code
- Explanation/(Description)
- Press **<Enter>**. NPDMS then re-displays the DRMO Disposal Authority Code Table Browse screen

The DRMO Additional Data Code Table is used by NPDMS for the verification of the valid DRMO Additional Data Codes and the retrieval of specific DRMO Additional Data information when transferring to the DRMO. This additional data contains Shipping and Receiving information that appears on the DD-1348-1A generated by NPDMS. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per DRMO Additional Data Code in the DRMO Additional Data Code Table.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **095** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the DRMO Additional Data Code Table - 095 screen (ND3095MA) or the DRMO Additional Code Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.20.1 Add DRMO Additional Data Code

If Table Id input value = **095** and Selection value is **A**, NPDMS displays the Add screen.

ND3095MA / ND3095PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO ADDITIONAL DATA CODE TABLE - 095 A TB ADD	03/01/01 12: 50: 58 MSXXX
DRMO Additional Data Codes -		
Code	Explanation	
DRMO Receiving: R _		
Shipping: S _		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL		

INPUT DATA

- DRMO Receiving
 - Code R
 - Explanation
- Shipping
 - Code S
 - Explanation

NOTE: The user may enter both the Receiving and Shipping Codes or just one of the Codes.

- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Added'* and remains on the Add screen for entry of the next record.

4.6.1.20.2 Change DRMO Additional Data Code

If Table Id input value = **095** and Selection value is **C**, NPDMS displays the Change screen.

ND3095MA / ND3095PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO ADDITIONAL DATA CODE TABLE - 095 CH TB CHANGE		03/01/01 12:54:07 MSXXX
DRMO Additional Data Codes -			
	Code	Explanation	
DRMO Receiving: R	___	_____	

Shipping: S	___	_____	

Navigation:			
Enter- PF13-	PF14-	PF15-	PF16-
HELP	LOPF	PREV	CNCL
		PF17-	PF18-
		PF19-	PF20-
		PF21-	PF22-
		PF23-	PF24-
			EXIT

INPUT DATA

- DRMO Receiving
 - Code R
- Shipping
 - Code S

NOTE: The user may enter both or just one of the codes. If both codes are present, the system displays the Receiving Code and its explanation first and allows modification. To change the Shipping Code press enter and the system displays the explanation and allows modification. The user can not return to the DRMO Receiving Explanation once <Enter> is pressed.

NOTE: DRMO Receiving or Shipping Codes cannot be changed. If the DRMO Receiving or Shipping Codes are erroneous, the record must be removed through the "Delete DRMO Additional Data Code" process and corrected through the "Add DRMO Additional Data Code" process.

- Press <Enter>. NPDMS then displays the requested record(s), allowing the user to make modifications.

INPUT DATA

- DRMO Receiving

— Explanation

- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen to display the Shipping Explanation or for entry of the next record.
- Press <Enter>. NPDMS then displays the Shipping Explanation.
- Shipping

— Explanation

- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen for entry of the next record.

4.6.1.20.3 Delete DRMO Additional Data Code

If Table Id input value = **095** and Selection value is **D**, NPDMS displays the Delete screen.

ND3095MA / ND3095PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO ADDITIONAL DATA CODE TABLE - 095 DE TB DELETE		03/01/01 12:55:31 MSXXX
DRMO Additional Data Codes -			
Code	Explanation		
DRMO Receiving: R	_____		

Shipping: S	_____		

Navigation:			
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -			
HELP LOPF PREV CNCL EXIT			

INPUT DATA

- DRMO Receiving
 - Code R
- Shipping
 - Code S

NOTE: The user may enter both or just one of the codes. If both codes are present, the system displays the Receiving Code and its explanation first and allows deletion. To change the Shipping Code press enter and the system displays the explanation and allows deletion.

- Press <Enter>. The system displays the following selected record fields and the confirmation field:
 - DRMO Receiving
 - Explanation
 - Verify Delete input value = **D**
- Press <Enter>. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen to display the Shipping Explanation or for entry of the next record.
- Press <Enter>. The system displays the following selected record fields and the confirmation field:
 - Shipping
 - Explanation
 - Verify Delete input value = **D**
- Press <Enter>. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.20.4 Browse DRMO Additional Data Code Table

If Table Id input value = **095** and Selection value is **B**, NPDMS displays the Browse screen.

ND3005MB / ND3095PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM DRMO ADDITIONAL DATA CODE TABLE BROWSE BRO TB		03/01/01 12:57:30 MSXXX							
ACT	DRMO ADDTNL DATA CODE	EXPLANATION									
---	---	-----									
-	R01	RECEIVING INFORMATION TO BE PRINTED ON THE 1348-1A AND									
-	R11	RECEIVING INFORMATION TO DRMO. THIS RECEIVING CODE IS									
-	R55	RECEIVING INFORMATION FOR A DRMO DODAAC PRINTED ON DD F									
-	S01	SHIPPING INFORMATION PRINTED ON THE 1348-1A AND FORWARD									
-	S11	SHIPPING INFORMATION FROM A NASA INSTALLATION TO A DRMO									
-	S55	SHIPPING INFORMATION FROM A NASA INSTALLATION TO A DRMO									
		*** END OF DATA ***									
Start Value											
_____ (Enter Full or Partial Browse Value)											
Navigation:											
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24- --
LOPF	PREV				PGUP	PGDN				EXIT	

DISPLAYED DATA

- DRMO Additional Data Code
- Explanation

INPUT DATA

The Start Value field represents the beginning DRMO Additional Data Code to start the browse list. For example, if you know that the DRMO Additional Data Code starts with R, then enter R in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the DRMO Additional Data Code browse list repositions to the DRMO Additional Data Code entered or the next closest value after the DRMO Additional Data Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 DRMO Additional Data Codes will be displayed (if there are not 10 DRMO Additional Data Codes left to browse then the remaining DRMO Additional Data Codes will be displayed). If you press PF19 or PF7, the previous 10 DRMO Additional Data Codes will be displayed.

INPUT DATA

- ACT input value = D
- Press <Enter>. The system displays the following screen with additional

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
DRMD ADDITONAL DATA CODE TABLE BROWSE		12: 57: 30
BRO TB		MSXX
ND3005MB / ND3095PB		
Valid ACT = D		
DRMD ADDITIONAL DATA - ADDITIONAL DATA		
DRMD Additional Data Codes -		
Code	Expl anation	
DRMD Receiving: R 01	RECEIVING INFORMATION TO BE PRINTED ON T HE 1348-1A AND FORWARDED TO DRMD. THE R EST IS FILLER CHARACTERS-77777777777END	
Shi pping: S		
Navigation: _____		
Enter- PF13--	PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--	
LOPF	PREV	PGUP PGDN EXIT

- DRMO Disposal Authority Code
 - Code R
 - Explanation
- Shipping
 - Code S
 - Explanation
- Press **<Enter>**. NPDMS then re-displays the DRMO Disposal Authority Code Table Browse screen

The Installation Code Table is used by NPDMS for the verification of valid Installation data and the retrieval of specific information when utilizing property within an installation or transferring to another NASA installation. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per NASA Installation/Subinstallation in the Installation Code Table.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **105** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Installation Code Table - 105 screen (ND3105MA) or the Installation Code Table screen (ND3001MB) is displayed and the following occurs:

If Table Id input value = **105** and Selection value is **A**, NPDMS displays the Add screen.

INPUT DATA

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- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.21.2 Change Installation Code

If Table Id input value = **105** and Selection value is **C**, NPDMS displays the Change screen.

ND3105MA / ND3105MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM INSTALLATION CODE TABLE - 105 CH TB CHANGE	03/01/01 13:05:22 MSXXX
Installation No: ****	FEDSTRIP AAC: *****	
Agency/Bureau Code: ****	Agency Ind: ****	
Installation Name: *****		
Installation Acronym: _____		
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Installation No
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

NOTE: Installation No cannot be changed. If the Installation No is erroneous, the record must be removed through the "Delete Installation Code" process and corrected through the "Add Installation Code" process.

INPUT DATA

- FEDSTRIP AAC input value = your Center Fed AAC
- Agency/Bureau Code
- Agency Ind
- Installation Name input value = your Center Name

- input value = your Center

If Table Id input value = **105** and Selection value is **D**, NPDMS displays the Delete screen.

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
ND3105MA / ND3105MA      INSTALLATION CODE TABLE - 105      03/01/01
                                DE TB      DELETE      13:09:40
                                MSXXX

Installation No: ****      FEDSTRIP AAC: *****

Agency/Bureau Code: ****      Agency Ind: ****

Installation Name: *****

Installation Acronym: _____

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
        HELP  LOPE  PREV          CNCL          EXIT

```

fields are protected except

- Installation No
- Press **<Enter>**. The system displays the following selected record fields and the confirmation field:
- FEDSTRIP AAC
- Agency/Bureau Code
- Agency Ind
- Installation Name
- Installation Acronym

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

```

      03/01/01
      13: 12: 38
      MSXXX

      NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
      INSTALLATION CODE BROWSE
      BRO TB

      INST NO      INSTALLATION NAME      ACRONYM
      -----
      0101      LANGLEY RESEARCH CENTER      LARC
      0202      AMES RESEARCH CENTER      ARC
      0303      JOHN H. GLENN RESEARCH CENTER      GRC
      0404      DRYDEN FLIGHT RESEARCH FACILITY      DFRF
      0505      GODDARD SPACE FLIGHT CENTER      GSFC
      0511      HEADQUARTERS      HQ
      0808      MARSHALL SPACE FLIGHT CENTER      MSFC
      0881      MARSHALL SPACE FLT CTR (PRISM)      MSFC
      0909      JOHNSON SPACE CENTER      JSC
      1010      KENNEDY SPACE CENTER      KSC
      Start Value
      _____ (Enter Full or Partial Browse Value)

      Navigation:
      Enter- PF13- PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- --
              LOPF  PREV              PGUP  PGDN              EXIT
  
```

- Installation No
- Installation Name
- Installation Acronym

- Start Value

- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Installation No list repositions to the Installation No entered or the next closest value after the Installation No. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 Installation Nos will be displayed (if there are not 10 Installation Nos left to browse then the remaining Installation Nos will be displayed). If you press PF19 or PF7, the previous 10 Installation Nos will be displayed.

4.6.1.22 Performance Measures Standards Table

The Performance Measures Standards Table is used by NPDMS for the verification of valid performance measures standards for the Performance Measures Report. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There is one record per NASA Installation in the Performance Measures Standards Table. The Add for this table is only necessary when establishing the table or when all data is deleted.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **040** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Performance Measures Standards Table - 040 screen (ND3040MA) or the Performance Measures Standards Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.22.1 Add Performance Measures Standards

If Table Id input value = **040** and Selection value is **A**, NPDMS displays the Add screen.

ND3040MA / ND3040PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PERFORMANCE MEASURES STANDARDS TABLE - 40 ADD	03/01/01 14:39:32 MSXXX
FEDSTRIP AAC: 804101		
Enter Installation Redistribution Rates:		
Internal: ____ %	External: ____ %	
Enter NASA Standard Redistribution Rates:		
Internal: ____ %	External: ____ %	
Average Processing Days: ____		
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- HELP LOPF PREV CNCL EXIT		

INPUT DATA

- #### 4.6.1.22.2 Change Performance Measures Standards

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
PERFORMANCE MEASURES STANDARDS TABLE - 40
CH TB          CHANGE
03/01/01
13: 36: 55
MSXXX

FEDSTRIP AAC:  804101

Enter Installation Redistribution Rates:

Internal:  10_ %      External:  10_ %

Enter NASA Standard Redistribution Rates:

Internal:  10_ %      External:  10_ %

Average Processing Days:  20_

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
      HELP  LOPF  PREV          CNCL                      EXIT

```

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INPUT DATA

- Enter Installation Redistribution Rates (percentages)
 - Internal (within NASA)
 - External (outside NASA)
- Enter NASA Standard Redistribution Rates (percentages)
 - Internal (within NASA)
 - External (outside NASA)
- Average Processing Days
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Change screen for entry of the next record.

4.6.1.22.3 Delete Performance Measures Standards

If Table Id input value = **040** and Selection value is **D**, NPDMS displays the Delete screen.

The unique field FEDSTRIP AAC is automatically filled by the system from the Center Profile Table. It is not modifiable.

ND3040MA / ND3040PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PERFORMANCE MEASURES STANDARDS TABLE - 40 DE TB DELETE	03/01/01 13:38:28 MSXXX
FEDSTRIP AAC: 804101 Enter Installation Redistribution Rates: Internal: 10_ % External: 10_ % Enter NASA Standard Redistribution Rates: Internal: 10_ % External: 10_ % Average Processing Days: 20_ ENTER 'D' TO VERIFY DELETE _		
Navigation: Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- HELP LOPF PREV CNCL EXIT		

INPUT DATA

- The system displays the following record fields and the confirmation field:

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

4.6.1.22.4 Browse Performance Measures Standards Table

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
PERFORMANCE MEASURES BROWSE	13: 40: 08
BRO TB	MSXXX
ND3001MB / ND3040PB	

FED STRIP AAC	INST REDIST RATE INTRNL	RATE EXTRNL	NASA REDIST RATE INTRNL	RATE EXTRNL	AVERAGE PROCESSING DAYS
-----	-----	-----	-----	-----	-----
804101	10 %	10 %	10 %	10 %	20
		*** END OF DATA ***			

Start Value _____ (Enter Full or Partial Browse Value)

Navigation:

Enter-	PF13--	PF14--	PF15--	PF16--	PF17--	PF18--	PF19--	PF20--	PF21--	PF22--	PF23--	PF24--
	LOPF	PREV					PGUP	PGDN				EXIT

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- FEDSTRIP AAC
- Installation Redist Rate (percentages)
 - Internal (within NASA)
 - External (outside NASA)
- NASA Standard Redistribution Rate (percentages)
 - Internal (within NASA)
 - External (outside NASA)
- Average Processing Days

INPUT DATA

The Start Value field represents the beginning FEDSTRIP AAC to start the browse list. For example, if you know that the FEDSTRIP AAC starts with 0, then enter 0 in the Start Value field.

- Start Value
- Press **<Enter>**, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the FEDSTRIP AAC list repositions to the FEDSTRIP AAC entered or the next closest value after the FEDSTRIP AAC. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 FEDSTRIP AACs Nos will be displayed (if there are not 10 FEDSTRIP AACs left to browse then the remaining FEDSTRIP AACs will be displayed). If you press PF19 or PF7, the previous 10 FEDSTRIP AACs will be displayed.

4.6.1.23 Printer Destination Table

The Printer Destination Table is used by NPDMS for the verification of valid printer destination data and the retrieval of specific printer destination information for generation of system reports. Refer to the *NPDMS Data Dictionary* AIM-NPDMS-DD-04.5 for field definitions. There may be more than one record per NASA Subinstallation in the Printer Destination Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

4.6.1.23.1 Add Printer Destination

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
PRINTER DESTINATION TABLE - 145
A TB ADD
03/01/01
13: 41: 19
MSXXX

Printer Destination: *****

Printer Description: *****

Navigation:
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24--
HELP LOPF PREV CNCL EXIT

```

- Destination input value = (use local Printer Id)
- Printer Description
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

If Table Id input value = **145** and Selection value is **C**, NPDMS displays the Change screen.


```

ND3145MA / ND3145PA      NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
                           PRINTER DESTINATION TABLE - 145          13:43:06
                           CH TB      CHANGE                          MSXXX

```

Printer Destination: *****

Printer Description: *****

Navigation:

Enter-	PF13--	PF14--	PF15--	PF16--	PF17--	PF18--	PF19--	PF20--	PF21--	PF22--	PF23--	PF24--
	HELP	LOPF	PREV		CNCL							EXIT

INPUT DATA

All fields are protected except

- Destination input value = (use local Printer Id)
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- Printer Description
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Change screen for entry of the next record.

4.6.1.23.3 Delete Printer Destination

If Table Id input value = **145** and Selection value is **D**, NPDMS displays the Delete screen.

ND3145MA / ND3145PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PRINTER DESTINATION TABLE - 145 DE TB DELETE	03/01/01 13:44:44 MSXXX
Printer Destination: *****		
Printer Description: *****		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Destination
- Press <Enter>. The system displays the following selected record fields and the confirmation field:
- Printer Description

INPUT DATA

- Verify Delete input value = **D**
- Press <Enter>. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.23.4 Browse Printer Destination Table

If Table Id input value = **145** and Selection value is **B**, NPDMS displays the Browse screen.

ND3001MB / ND3145PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PRINTER DESTINATION BROWSE BRO TB		03/01/01 13:48:18 MSXXX								
PRINTER DEST	PRINTER DESCRIPTION											

DD1348	PRINT FORM 1348											
DD1638	PRINT FORM 1638											
PORTRAIT	XEROX PRINT IN PORTRAIT SINGLE NO HOLE											
P3030132	LINE PRINTER MG-2											
P3103102	LINE PRINTER 4201 5TH FLOOR											
SF120	PRINT FORMS SF120											
SYSTEM	XEROX PRINTER AT MSFC BUILDING 4663											
XEROX	9700 XEROX PRINTER SINGLE SIDE NO HOLES											
*** END OF DATA ***												
Start Value												
_____ (Enter Full or Partial Browse Value)												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
	LOPF	PREV				PGUP	PGDN					EXIT

DISPLAYED DATA

- Destination
- Printer Description

INPUT DATA

The Start Value field represents the beginning Printer Destination to start the browse list. For example, if you know that the Destination starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Destination list repositions to the Destination entered or the next closest value after the Destination. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 Destinations will be displayed (if there are not 10 Destinations left to browse then the remaining Destinations will be displayed). If you press PF19 or PF7, the previous 10 Destinations will be displayed.

4.6.1.24 NPDMS Screening Days Table

The Screening Days Table is used by NPDMS for the calculation of default screening begin and end dates. The number of days for Installation screening, NASA-Wide screening, Other Federal Agency screening, and Surplus screening may be added or changed for specific property types. Refer to the *NPDMS Data Dictionary AIM-NPDMS-DD-04.5* for field definitions. There are four records per NASA Installation in the Screening Days Table. These four records are as follows: Reportable ADPE greater than or equal to \$1,000,000 and

not outdated, Exchange/Sale property, Non-Reportable ADPE equipment and supplies (FSG 70) less than \$1,000,000, and all other property (Reportable and Non-Reportable).

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **155** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Screening Days Table - 155 screen (ND3155MA) or the NPDMS Screening Days Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.24.1 Add Screening Days

If Table Id input value = **155** and Selection value is **A**, NPDMS displays the Add screen.

ND3155MA / ND3155PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
		SCREENING DAYS TABLE - 155		13:50:35	
		A TB ADD		MSXXX	
Installation Number: ****		Screening Days			
		INST	NASA	OFA	SRPLS
1) Reportable ADPE GE \$1,000,000 and not outdated		0**	0**	0**	0**
2) Exchange/Sale Property		0**	0**	0**	0**
3) Non Reportable ADPE Equipment and Supplies (FSC 70) less than \$1,000,000		0**	0**	0**	0**
4) All Other Property (Reportable and Non-Reportable)		0**	0**	0**	0**
ENTER 'P' TO PROCESS OR 'C' TO CANCEL: *					
Navigation:					
Enter- PF13--	PF14--	PF15--	PF16--	PF17--	PF18--
HELP	LOPF	PREV		CNCL	
				PF19--	PF20--
				PF21--	PF22--
				PF23--	PF24--
					EXIT

INPUT DATA

- Installation Number input value = your Center ID
- Reportable ADPE GE \$1,000,000 and not outdated

NOTE: If INST, NASA, OFA, or SRPLS are not entered, the system uses zero days as the value for calculating screening dates.

- INST input value = number of screening days

- Exchange/Sale Property

— INST	input value = number of screening days
— NASA	input value = number of screening days
— OFA	input value = number of screening days
— SRPLS	input value = number of screening days

- | | |
|---------|--|
| — INST | input value = number of screening days |
| — NASA | input value = number of screening days |
| — OFA | input value = number of screening days |
| — SRPLS | input value = number of screening days |

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— INST	input value = number of screening days
— NASA	input value = number of screening days
— OFA	input value = number of screening days
— SRPLS	input value = number of screening days

- #### 4.6.1.24.2 Change Screening Days

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01	
SCREENING DAYS TABLE - 155		13:59:28	
CH	TB	MSXXX	
CHANGE			
Installation Number:	****	Screening Days	
		INST	NASA
		OFA	SRPLS
1) Reportable ADPE GE \$1,000,000 and not outdated		0**	0**
2) Exchange/Sale Property		0**	0**
3) Non Reportable ADPE Equipment and Supplies (FSC 70) less than \$1,000,000		0**	0**
4) All Other Property (Reportable and Non-Reportable)		0**	0**

Navigation:

Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24-- --
 HELP LOPF PREV CNCL EXIT

All fields are protected except

- Installation Number input value = your Center ID

- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- Reportable ADPE GE \$1,000,000 and not outdated

NOTE: If INST, NASA, OFA, or SRPLS are not entered, the system uses zero days as the value for calculating screening dates.

— INST	input value = number of screening days
— NASA	input value = number of screening days
— OFA	input value = number of screening days
— SRPLS	input value = number of screening days

- Exchange/Sale Property

NOTE: If INST, NASA, OFA, or SRPLS are not entered, the system uses zero days as the value for calculating screening dates.

— INST	input value = number of screening days
— NASA	input value = number of screening days
— OFA	input value = number of screening days
— SRPLS	input value = number of screening days
— INST	input value = number of screening days

- Non Reportable ADPE Equipment and Supplies (FSG 70) less than \$1,000,000

NOTE: If INST, NASA, OFA, or SRPLS are not entered, the system uses zero days as the value for calculating screening dates.

- | | |
|---------|--|
| — INST | input value = number of screening days |
| — NASA | input value = number of screening days |
| — OFA | input value = number of screening days |
| — SRPLS | input value = number of screening days |
- All Other Property
(Reportable and Non-Reportable)

NOTE: If INST, NASA, OFA, or SRPLS are not entered, the system uses zero days as the value for calculating screening dates.

- | | |
|---------|--|
| — INST | input value = number of screening days |
| — NASA | input value = number of screening days |
| — OFA | input value = number of screening days |
| — SRPLS | input value = number of screening days |
- Enter 'P' to Process or 'C' to Cancel input value = **P** or **C**
 - Press <Enter>. NPDMS then displays the message '*Record Successfully Changed*' and remains on the Add screen for entry of the next record.

4.6.1.24.3 Delete Screening Days

Deletion of the Screening Days Table is not authorized.

INPUT DATA

- Table Id input value = **155** and Selection value is **D**.

- Press <Enter>. NPDMS then displays the message '**No Delete Allowed for Screening Days Table**' and the system remains on the Tables Menu screen.

4.6.1.24.4 Browse NPDMS Screening Days Table

If Table Id input value = **155** and Selection value is **B**, NPDMS displays the Browse screen.

INST NO		TYPE	INST	NASA	OFA	SURPLUS
0505	ADPE	1	0	0	0	0
0505	EXCH	0	0	0	0	0
0505	FG70	0	0	0	0	0
0505	PROP	0	0	0	0	0
0808	ADPE	21	21	60	21	21
0808	EXCH	21	21	7	0	0
0808	FG70	21	21	0	21	21
0808	PROP	21	21	21	21	21

*** END OF DATA ***

Start Value _____ (Enter Full or Partial Browse Value)

Navigation:
 Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
 LOPF PREV PGUP PGDN EXIT

DISPLAYED DATA

- Installation No
- Type
- Screening Days:
 - Inst
 - NASA
 - OFA
 - Surplus

INPUT DATA

The Start Value field represents the beginning Inst No and Type to start the browse list. For example, if you know that the Inst No and Type starts with 0808A, then enter 0808A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Inst No and Type list repositions to the Inst No and Type entered or the next closest value after the Inst No and Type. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 Inst No and Types will be displayed (if there are not 10 Inst No and Types left to browse then the remaining Inst No and Types will be displayed). If you press PF19 or PF7, the previous 10 Inst No and Types will be displayed.

4.6.1.25 Reimbursement Code Table

The Reimbursement Code Table is used by NPDMS for the verification of valid reimbursement code data and the retrieval of specific reimbursement code information for generation of system reports. Refer to the *NPDMS Data Dictionary AIM-NPDMS-DD-04.5* for field definitions. There is one record per Reimbursement Code in the Reimbursement Code Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **160** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Printer Destination Table - 160 screen (ND3160MA) or the Reimbursement Code Table screen (ND3001MB) is displayed and the following occurs:

4.6.1.25.1 Add Reimbursement Code

If Table Id input value = **160** and Selection value is **A**, NPDMS displays the Add screen.

ND3160MA / ND3160PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM REIMBURSEMENT CODE TABLE - 160 A TB ADD	03/01/01 14:05:25 MSXXX
Reimbursement Code: * Sell by GSA? (Y/N): * Reimbursable? (Y/N): * Reimbursement Code Desc: ***** _____ Appropriation Acct No.: _____ (if reimbursable)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

- Reimbursement Code
- Sell by GSA input value = **Y** or **N**
- Reimbursable input value = **Y** or **N**
- Reimbursement Code Desc
- Appropriation Account No.
(If Reimbursable)
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Added*' and remains on the Add screen for entry of the next record.

4.6.1.25.2 Change Reimbursement Code

If Table Id input value = **160** and Selection value is **C**, NPDMS displays the Change screen.

ND3160MA / ND3160PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM REIMBURSEMENT CODE TABLE - 160 CH TB CHANGE	03/01/01 14:07:46 MSXXX
Reimbursement Code: * Sell by GSA? (Y/N): * Reimbursable? (Y/N): *		
Reimbursement Code Desc: *****		
Appropriation Acct No.: _____ (if reimbursable)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Reimbursement Code
- Press <Enter>. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- Sell by GSA input value = Y or N
- Reimbursable input value = Y or N
- Reimbursement Code Desc
- Appropriation Account No.
(If Reimbursable)
- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen for entry of the next record.

4.6.1.25.3 Delete Reimbursement Code

If Table Id input value = **160** and Selection value is **D**, NPDMS displays the Delete screen.

ND3160MA / ND3160PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM REIMBURSEMENT CODE TABLE - 160 DE TB DELETE	03/01/01 14:10:22 MSXXX
Reimbursement Code: * Sell by GSA? (Y/N): * Reimbursable? (Y/N): * Reimbursement Code Desc: ***** _____ Appropriation Acct No.: _____ (if reimbursable)		
Navigation: Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Reimbursement Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation fields:
- Sell by GSA
- Reimbursable
- Reimbursement Code Desc
- Appropriation Account No.
(If Reimbursable)

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.25.4 Browse Reimbursement Code Table

If Table Id input value = **160** and Selection value is **B**, NPDMS displays the Browse screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM			03/01/01
REIMBURSEMENT CODE BROWSE			14: 16: 07
BRO TB			MSXXX
ND3001MB / ND3160PB			
REIM CODE/ DESC	GSA SALE	REIM IND	APPROPRIATION ACCOUNT NUMBER
A	N	Y	
REIMBURSABLE/ NONDONABLE/ NOT TO BE SOLD BY GSA			
B	N	Y	
REIMBURSABLE ONLY IF SOLD/ DONABLE/ NOT TO BE SOLD BY GSA			
C	N	N	
NONREIMBURSABLE/ DONABLE/ NOT TO BE SOLD BY GSA			
D	N	N	
NONREIMBURSABLE/ NONDONABLE/ NOT TO BE SOLD BY GSA			
E	N	Y	
REIMBURSABLE (EXCHANGE/SALE) / NONDONABLE/ NOT TO BE SOLD BY GSA			
Start Value			
_____ (Enter Full or Partial Browse Value)			
Navigation:			
Enter- PF13-	PF14-	PF15-	PF16-
LOPF	PREV		
		PF17-	PF18-
		PGUP	PGDN
		PF19-	PF20-
		PF21-	PF22-
		PF23-	PF24-
		---	EXIT

DISPLAYED DATA

- Reimbursement Code
- Sell by GSA
- Reimbursable
- Appropriation Account Number
- Reimbursement Code Desc

INPUT DATA

The Start Value field represents the beginning Reimbursement Code to start the browse list. For example, if you know that the Reimbursement Code starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Reimbursement Code list repositions to the Reimbursement Code entered or the next closest value after the Reimbursement Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 5 Reimbursement Codes will be displayed (if there are not 5 Reimbursement Codes left to browse then the remaining Reimbursement Codes No and Types will be displayed). If you press PF19 or PF7, the previous 5 Reimbursement Codes will be displayed.

4.6.1.26 Hazardous Materials Indicator Codes Table

The Hazardous Materials Indicator Codes Table is used by NPDMS for the verification of valid Hazardous Materials Indicator Codes data and the retrieval of specific Hazardous Materials Indicator Codes information for generation of system reports. Refer to the *NPDMS Data Dictionary AIM-NPDMS-DD-04.5* for field definitions. There is one record per Hazardous Materials Indicator Code in the Hazardous Materials Indicator Codes Table.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **165** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Printer Destination Table - 165 screen (ND3165MA) or the Hazardous Materials Indicator Codes Table screen (ND3005MB) is displayed and the following occurs:

4.6.1.26.1 Add Hazardous Materials Indicator Code

If Table Id input value = **165** and Selection value is **A**, NPDMS displays the Add screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
ND3165MA / ND3165PA	HAZARDOUS MATERIALS INDICATOR CODE TABLE - 165	14:35:46
A TB	ADD	MSXXX
Hazmat Indicator Code: *		
Definition: *****		

Navigation:		
Enter- PF13- -	PF14- -	PF15- -
HELP	LOPF	PREV
PF16- -	PF17- -	PF18- -
CNCL	PF19- -	PF20- -
PF21- -	PF22- -	PF23- -
		EXIT

INPUT DATA

- Hazmat Indicator Code
- Definition
- Press <Enter>. NPDMS then displays the message 'Record Successfully Added'

and remains on the Add screen for entry of the next record.

4.6.1.26.2 Change Hazardous Materials Indicator Code

If Table Id input value = **165** and Selection value is **C**, NPDMS displays the Change screen.

ND3165MA / ND3165PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM HAZARDOUS MATERIALS INDICATOR CODE TABLE - 165 CH TB CHANGE		03/01/01 14:40:54 MSXXX								
Hazmat Indicator Code: *												
Definition: ***** _____ _____ _____												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	- -
HELP	LOPF	PREV		CNCL								EXIT

INPUT DATA

All fields are protected except

- Hazmat Indicator Code
- Press **<Enter>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields.

INPUT DATA

- Definition
- Press **<Enter>**. NPDMS then displays the message *'Record Successfully Changed'* and remains on the Change screen for entry of the next record.

4.6.1.26.3 Delete Hazardous Materials Indicator Code

If Table Id input value = **165** and Selection value is **D**, NPDMS displays the Delete screen.

ND3165MA / ND3165PA		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01									
		HAZARDOUS MATERIALS INDICATOR CODE TABLE - 165		14:42:16									
		DE TB DELETE		MSXXX									
Hazmat Indicator Code: *													
Definition: *****													

Navigation:													
Enter	PF13	PF14	PF15	PF16	PF17	PF18	PF19	PF20	PF21	PF22	PF23	PF24	---
	HELP	LOPF	PREV		CNCL								EXIT

INPUT DATA

All fields are protected except

- Hazmat Indicator Code
- Press **<Enter>**. The system displays the following selected record fields and the confirmation fields:
- Definition

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message '*Record Successfully Deleted*' and remains on the Delete screen for entry of the next record.

NOTE: The user can only enter **D** to enter next record or **PF17** to cancel the delete process.

4.6.1.26.4 Browse Hazardous Materials Indicator Codes Table

If Table Id input value = **165** and Selection value is **B**, NPDMS displays the Browse screen.

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
HAZARDOUS MATERIALS INDICATOR CODE TABLE BROWSE		14:43:51
BRO TB		MSXXX
ND3005MB / ND3165PB Valid ACT = D		
ACT	HAZMAT IND CODE	DEFINITION
---	-----	-----
-	D	INDICATES THERE IS NO INFORMATION IN THE HMIS; HOWEVER,
-	N	INDICATES THERE IS NO DATA IN THE HMIS AND THE NSN IN A
-	P	INDICATES THERE IS NO INFO IN THE HMIS; HOWEVER, THE NS
-	Y	INDICATES INFORMATION IS IN THE HAZARDOUS MATERIALS INF
		*** END OF DATA ***
Start Value		
_____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13-	PF14- PF15- PF16- PF17- PF18- PF19- PF20- PF21- PF22- PF23- PF24- -	
	LOPF PREV PGUP PGDN	EXIT

DISPLAYED DATA

- Hazmat Indicator Code
- Definition

INPUT DATA

The Start Value field represents the beginning Hazardous Material Indicator Code to start the browse list. For example, if you know that the Hazardous Materials Indicator Code starts with A, then enter A in the Start Value field.

- Start Value
- Press <Enter>, PF19 or PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Hazardous Materials Indicator Code browse list repositions to the Hazardous Materials Indicator Code entered or the next closest value after the Hazardous Materials Indicator Code. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 Hazardous Materials Indicator Codes will be displayed (if there are not 10 Hazardous Materials Indicator Codes left to browse then the remaining Hazardous Materials Indicator Codes will be displayed). If you press PF19 or PF7, the previous 10 Hazardous Materials Indicator Codes will be displayed.

INPUT DATA

- ACT input value = D
- Press <Enter>. The system displays the following screen with additional

```

                                NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
ND3005MB / ND3165PB  HAZARDOUS MATERIALS INDICATOR CODE TABLE BROWSE  03/01/01
Valid ACT = D                                BRO TB                        14: 45: 33
                                MSXXX
                                HAZARDOUS MATERIALS INDICATOR CODE - ADDITIONAL DATA

Hazmat Indicator Code: D

Definition:
INDICATES THERE IS NO INFORMATION IN THE HMIS; HOWEVER, THE
NSN IS IN A FSC IN TABLE II OF FEDERAL STANDARD 313 AND A MS
DS SHOULD BE AVAILABLE TO THE USER

Start Value
_____ (Enter Full or Partial Browse Value)

Navigation:
Enter- PF13-- PF14-- PF15-- PF16-- PF17-- PF18-- PF19-- PF20-- PF21-- PF22-- PF23-- PF24--
      LOF  PREV                                PGUP  PGDN                                EXIT

```

- Hazardous Indicator Code
- Definition
- Press **<Enter>**. The system then re-displays the Hazardous Materials Indicator Code Table Browse screen

The Property Location Table is used for the maintenance of default data for your Center. This profile data defines Center specific online NPDMS default values including the name, address, and phone number, and fax number for contact information about the property location. There is one record per NASA Installation/Subinstallation in the Property Location Table. This table should have limited user update authority.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **051** and the Enter Selection (**A**, **B**, or **C**). Then the Property Location - 051 (ND3051MA) screen or the Property Location Browser (ND3005MB) is displayed and the following occurs:

If Table Id input value = **051** and Selection value is **A**, NPDMS displays the Add screen.

INPUT DATA

- 192

4.6.1.27.2 Change Property Location Table

If Table Id input value = **051** and Selection value is **C**, NPDMS displays the Change screen.

ND3051MA / ND3051PA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		03/01/01
	PROPERTY LOCATION - 051		15:31:34
	CH TB	CHANGE	MSXXX
Installation No: ****			
Property Contact: *****			
Address: *****			
City: *****		State: **	Zip: *****
Phone: (***) *** - ****			
Property Location Fax: (***) *** - ****			
Navigation:			
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -			
HELP LOPF PREV CNCL	EXIT		

INPUT DATA

All fields are protected except

- Installation No
- Press **<ENTER>**. NPDMS then displays the requested record, allowing the user to make modifications to the remaining fields

INPUT DATA

- Property Contact
- Address (line 1)
- Address (line 2)
- City
- State
- Zip
- Phone

- Property Location Fax
- Press <Enter>. NPDMS then displays the message 'Record Successfully Changed' and remains on the Change screen for entry of the next record.

4.6.1.27.3 Browse Property Location

If Table Id input value = **051** and Selection value is **B**, NPDMS displays the Browse screen.

ND3005MB / ND3051PB Valid ACT = D		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM PROPERTY LOCATION BROWSE BRO TB		03/01/01 15:34:33 MSXXX								
ACT	INST NO	CENTER CONTACT										
---	-----	-----										
-	0101	XXXXXXXX										
-	0202	XXXXXXXXXXXX										
-	0808	XXXXXXXXXXXX										
*** END OF DATA ***												
Start Value _____ (Enter Full or Partial Browse Value)												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
	LOPF	PREV				PGUP	PGDN					EXIT

DISPLAYED DATA

- Installation No
- Center Contact

INPUT DATA

The Start Value field represents the beginning Property Location to start the browse list. For example, if you know that the Property Location starts with 0 then enter 0 in the Start Value field.

- Start Value
- Press <Enter>, **PF19** or **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Property Location browse list repositions to Property Location entered or the next closest value after the Property Location. If a Start Value is not entered and enter is pressed or if PF20 or PF8 is pressed, the next 10 Property Location will be displayed (if there are not 10 Property Location left to browse then the remaining Property Location will be displayed). If you press PF19 or PF7, the previous 10 Property Location will be displayed.

INPUT DATA

- ACT input value = **D**
- Press **<Enter>**. The system displays the following screen with additional information about the selected Property Location:

ND3005MB / ND3051PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	03/01/01
Valid ACT = D	PROPERTY LOCATION BROWSE	15:37:50
	BRO TB	MSXXX
PROPERTY LOCATION TABLE - ADDITIONAL DATA		
Installation No: 0101		
Property Contact: XXXXXXX		
Address: XXXX		
City: MSFCQ	State: AL	Zip: 35812
Phone: (123) 456 - 7891		
Property Location Fax: (123) 456 - 7891		
Start Value		
_____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
LOPF PREV	PGUP PGDN	EXIT

DISPLAYED DATA

- Installation No input value = your Center ID
- Property Contact
- Address (line 1)
- Address (line 2)
- City
- State
- Zip
- Phone
- Property Location Fax
- Press **<Enter>**. NPDMS then re-displays the Property Location Browse screen.

4.6.1.28 Recipient Name Table

The Recipient Name Table is used by NPDMS for default data for Non-Federal recipients. This table is maintained and populated by the installation with limited user update authority.

NOTE: The Screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled in by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **170** and the Enter Selection (**A**, **B**, **C**, or **D**). Then the Recipient Name Table - 170 (ND317OMA) Screen or the Recipient Name Table Browse (ND317OMC) is displayed, and the following occurs:

4.6.1.28.1 Add Recipient Name Table

If Table Id input value = **170** and Selection value = **A**, NPDMS displays the Add Screen.

ND3170MA / ND3170MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		08/11/99
	RECIPIENT NAME TABLE - 170		09:43:35
	A TB	ADD	MSWCH
Recipient:	*****		
Agency Name:	*****		
Address:	*****		
City:	*****	State: **	Zip: *****
Phone:	(***)	*** - ****	
Transfer Type:	***		
Subtype:	*****		
Navigation: _____			
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -			
HELP LOPF PREV CNCL	EXIT		

INPUT DATA

- Recipient
- Agency Name
- Address (line 1)
- Address (line 2)
- City
- State
- Zip
- Phone
- Transfer Type
- Transfer Subtype

- Press <ENTER> NPDMS then displays the Transfer Type Browse Screen.

ND3180MC / ND3180NA Valid ACT = A, S		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER TYPE TABLE		08/11/99 09:44:28 MSXXX								
ACT	TYPE	TEXT										
---	---	-----										
-	AAA	AAAAAAA										
-	ADD	TEST ADD										
-	ALT	ALTERNATIVE										
-	ALY	ALTERNATIVE2										
-	CO	COLLEGE										
-	ED	EDUCATION										
-	NEW	NEW RECORD										
-	NP	NON- PROFIT										
-	N1	NEW ONE										
-	N2	NEW 2										
Start Value												
(Enter Full or Partial Browse Value)												
Navigation:												
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24-	---
LOPF	PREV					PGUP	PGDN					EXIT

INPUT DATA

The Start Value field represents the beginning Transfer Type Id to start the browse list. For example, if you know that the Transfer Type starts with AL, then enter AL in the Start Value field.

Start Value

Press <ENTER>, PF19, PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Transfer Type browse list repositions to the Transfer Type entered or the next closest value after the Transfer Type. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Transfer Types will be displayed (if there are not 10 Transfer Types left to browse, the remaining Transfer Types will be displayed). If you press PF19 or PF7 the 10 previous Transfer Types will be displayed.

INPUT DATA

ACT input value = A or D

Press <ENTER>. The system displays the Transfer Type data if input value = D. If input value = A, the system displays Transfer Type Add Screen.

ND3180MA / ND3180MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER TYPE TABLE - 180 A TB ADD	08/11/99 09: 52: 09 MSXXX
Type:	***	
Text:	*****	
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	HELP LOPF PREV CNCL	EXIT

INPUT DATA

- Type
- Text
- Press <ENTER>. NPDMS then displays the Transfer Subtype Browse Screen.

ND3180MC / ND3190NA Valid ACT = A, S		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE TABLE	08/11/99 09:45:12 MSXXX
ACT	SUBTYPE	TEXT	
---	-----	-----	
-	AAAAAA	AAAAAAA	
-	ADDADD	TEST ADD	
-	AJHS	APPLEBY JUNIOR HIGH SCH00	
-	HS	HOME SCHOOL	
-	NEW1	NEW ONE	
-	PAK12	PAROCHIAL K- 12	
-	PAK6	PAROCHIAL K- 6	
-	PA78	PAROCHIAL 7- 8	
-	PA912	PAROCHIAL 9- 12	
-	PRK12	PRIVATE K- 12	
	Start Value		
	_____ (Enter Full or Partial Browse Value)		
Navigation:			
Enter- PF13-	PF14- -	PF15- -	PF16- -
LOPF	PREV		
		PF17- -	PF18- -
		PF19- -	PF20- -
		PGUP	PGDN
		PF21- -	PF22- -
		PF23- -	PF24- -
		EXIT	

INPUT DATA

The Start Value field represents the beginning Transfer Subtype Id to start the browse list. For example, if you know that the Transfer Subtype starts with AL, then enter AL in the Start Value field.

Start Value

Press <ENTER>, PF19, PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Transfer Subtype browse list repositions to the Transfer Subtype entered or the next closest value after the Transfer Subtype. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Transfer Subtypes will be displayed (if there are not 10 Transfer Subtypes left to browse, the remaining Transfer Subtypes will be displayed). If you press PF19 or PF7 the 10 previous Transfer Subtypes will be displayed.

INPUT DATA

- ACT input value = A or D
- Press <ENTER>. The system displays the Transfer Subtype data if input value = D. If input value = A, the system displays Transfer Subtype Add Screen.

ND3190MA / ND3190MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE TABLE - 190 A TB ADD	08/11/99 09: 56: 49 MSXXX
Subtype:	*****	
Text:	*****	
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
HELP LOPF PREV CNCL		EXIT

INPUT DATA

- Subtype
- Text
- Press <ENTER>. NPDMS then redisplay the Recipient Name Add Screen.

ND3170MA / ND3170MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECIPIENT NAME TABLE - 170 A TB ADD	08/11/99 09: 43: 35 MSXXX
Recipient:	*****	
Agency Name:	*****	
Address:	*****	
City:	*****	State: ** Zip: *****
Phone:	(***) *** - *****	
Transfer Type:	***	
Subtype:	*****	
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -		
HELP LOPF PREV CNCL		EXIT

INPUT DATA

Press **<ENTER>**. The system displays the message "Record Successfully Added" and remains on the Add screen for entry of the next record.

4.6.1.28.2 Browse Recipient Name Table

If Table Id input value = **170** and Selection value = **B**, NPDMS displays the Browse Screen.

ND3170MC / ND3170PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		08/11/99	
Valid ACT = D		RECIPIENT NAME TABLE		09: 47: 21	
		BRO TB		MSXXX	
ACT	RECIPIENT	RECIPIENT AGENCY			
---	-----	-----			
-	ADD TEST	ADDED 07/19/99			
-	ADDTEST	ADD A TEST			
-	AHS	ATHENS HIGH SCHOOL			
-	ANDY	ANDY' S CO			
-	ATHENS MS	ATHENS* MIDDLE SCHOOL			
-	GRISSOM	VIRGIL I. GRISSOM HIGH SCHOOL			
-	HUNTSVILLE	HUNTSVILLE HIGH SCHOOL			
-	NEALC	NEAL CANTRELL			
-	TESTTEST	MSFC			
-	TEST10	TEST10			
	Start Value				
	_____	(Enter Full or Partial Browse Value)			
Navigation:					
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-
LOPF	PREV			PGUP	PGDN
				PF19-	PF20-
				PF21-	PF22-
				PF23-	PF24-
				---	---
				EXIT	

DISPLAYED DATA

- Recipient
- Recipient Agency

INPUT DATA

The Start Value field represents the beginning Recipient Name Id to start the browse list. For example, if you know that the Recipient Name starts with AL, then enter AL in the Start Value field.

- Start Value
- Press **<ENTER>**, **PF19**, **PF7**, **PF20** or **PF8**.

If a Start Value is typed and enter is pressed, the Recipient Name browse list repositions to the Recipient Name entered or the next closest value after the Recipient Name. If a Start

Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Recipient Name will be displayed (if there are not 10 Recipient Names left to browse, the remaining Recipient Names will be displayed). If you press PF19 or PF7 the 10 previous Recipient Names will be displayed.

INPUT DATA

ACT input value = **D**

Press **<ENTER>**. The system displays the Recipient Name data.

ND3170MC / ND3170PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM	08/11/99
Valid ACT = D	RECIPIENT NAME TABLE	09:47:21
	BRO TB	MSXXX
	RECIPIENT NAME	
Recipient: HUNTSVILLE**		
Agency Name: HUNTSVILLE HIGH SCHOOL*****		
Address: 123 MAIN STREET*****		
BLDG. A		
City: HUNTSVILLE***** State: AL Zip: 35802 ____		
Phone: (256) 544 - 5386		
Transfer Type: ED* EDUCATION		
Subtype: PA912* PAROCHIAL 9-12		
Start Value		
____ (Enter Full or Partial Browse Value)		
Navigation:		
Enter- PF13- -	PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	
LOPF PREV	PGUP PGDN	EXIT

DISPLAYED DATA

- Recipient
- Agency Name
- Address (line 1)
- Address (line 2)
- City
- State
- Zip
- Phone

- #### 4.6.1.28.3 Change Recipient Name Table Change

```

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM
ND3170MA / ND3170MA      RECIPIENT NAME TABLE - 170      08/11/99
                           CH TB          CHANGE              09: 49: 07
                                                                MSXXX

Recipient: *****
Agency Name: *****
Address: *****

City: ***** State: ** Zip: *****
Phone: ( *** ) *** - ****

Transfer Type: ***
Subtype: *****

Navigation: _____

Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
      HELP  LOPF  PREV          CNCL                                EXIT

```

- Recipient
- Press **<ENTER>**. NPDMS then displays the requested record allowing the user to make modifications to the remaining fields.

- Recipient
- Agency Name
- Address (line 1)
- Address (line 2)
- City
- State

- Zip
- Phone
- Press **<Enter>**. The system then displays the message 'Record Successfully Changed' and remains on the Change Screen for entry of the next record.

NOTE: If the user modifies the Transfer Type or Transfer Subtype fields, the Transfer Browse screen and Transfer Subtype Browse screens are displayed.

4.6.1.28.4 Delete Recipient Name Table

If Table Id input value = **170** and Selection value = **D**, NPDMS displays the Delete Screen.

ND3170MA / ND3170MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM RECIPIENT NAME TABLE - 170 DE TB DELETE	08/11/99 09: 50: 43 MSXXX
---------------------	---	---------------------------------

Recipient:	*****
Agency Name:	*****
Address:	*****
City:	***** State: ** Zip: *****
Phone:	(***) *** - ****
Transfer Type:	***
Subtype:	*****

Navigation: _____

Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
HELP LOPF PREV CNCL EXIT

INPUT DATA

All fields are protected except:

- Recipient
- Press <ENTER>. The system then displays the following selected record fields and the confirmation fields:
 - Recipient
 - Agency Name
 - Address (line 1)
 - Address (line 2)
 - City
 - State
 - Zip
 - Phone
- Press <Enter>. The system then displays the message 'Record Successfully Changed' and remains on the Change Screen for entry of the next record.

- Verify Delete input value = D

NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		08/11/99
ND3180MA / ND3180MA	TRANSFER TYPE TABLE - 180	09:52:09
A TB	ADD	MSXXX

Type: ***

Text: *****

Navigation: _____

Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
HELP LOPF PREV CNCL EXIT

INPUT DATA

- Type
- Text
- Press **<ENTER>**. The system then displays the message 'Record Successfully Added' and remains on the Add screen for entry of the next record.

4.6.1.29.2 Browse Transfer Type Table

If Table Id input value = **180** and Selection value = **B**, NPDMS displays the Browse Screen.

ND3001MB / ND3180PB		NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM		08/11/99							
		TRANSFER TYPE BROWSE		09:53:38							
		BRO TB		MSXXX							
TYPE ID	TEXT										
-----	-----										
AAA	AAAAAAA										
ADD	TEST ADD										
ALT	ALTERNATIVE										
ALY	ALTERNATIVE2										
CO	COLLEGE										
ED	EDUCATION										
NEW	NEW RECORD										
NP	NON-PROFIT										
N1	NEW ONE										
N2	NEW 2										
Start Value											
_____	(Enter Full or Partial Browse Value)										
Navigation:											
Enter- PF13-	PF14-	PF15-	PF16-	PF17-	PF18-	PF19-	PF20-	PF21-	PF22-	PF23-	PF24---
LOPF	PREV					PGUP	PGDN				EXIT

DISPLAYED DATA

- Type ID
- Text

INPUT DATA

The Start Value field represents the beginning Transfer Type Id to start the browse list. For example, if you know that the Transfer Type starts with AL, then enter AL in the Start Value field.

Start Value

Press <ENTER>, PF19, PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Transfer Type browse list repositions to the Transfer Type entered or the next closest value after the Transfer Type. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Transfer Types will be displayed (if there are not 10 Transfer Types left to browse, the remaining Transfer Types will be displayed). If you press PF19 or PF7 the 10 previous Transfer Types will be displayed.

4.6.1.29.3 Change Transfer Type Table

If Table Id input value = **180** and Selection value = **C**, NPDMS displays the Change Screen.

ND3180MA / ND3180MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER TYPE TABLE - 180 CH TB CHANGE	08/11/99 09: 54: 43 MSXXX
Type:	***	
Text:	*****	
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	HELP LOPF PREV CNCL	EXIT

INPUT DATA

All fields are protected except

- Transfer Type
- Press **<ENTER>**. NPDMS then displays the requested record allowing the user to make modifications to the remaining fields.

INPUT DATA

- Text
- Press **<ENTER>**. NPDMS then displays then message 'Record Successfully Changed' and remains on the change screen for entry of the next record.

4.6.1.29.4 Delete Transfer Type Table

If Table Id input value = **180** and Selection value = **D**, NPDMS displays the Delete Screen.

ND3180MA / ND3180MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER TYPE TABLE - 180 DE TB DELETE	08/11/99 09:55:49 MSXXX
Type: ***		
Text: *****		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Transfer Type
- Press <ENTER>. The system then displays the following selected record fields and the confirmation fields:
- Text

INPUT DATA

- Verify Delete input value = **D**
- Press <Enter>. NPDMS then displays the message 'Record Successfully Deleted' and remains on the Delete screen for entry of the next record.

4.6.1.30 Transfer Subtype Table

The Transfer Subtype Table is used by NPDMS for default data for Non-Federal Transfer Subtypes. This table is maintained and populated by the installation with limited user update authority.

NOTE: The Screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an

appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled in by the system.

Once the Table Menu is displayed, action is performed based on the input of the Table Id **190** and the Enter Selection (**A**, **B**, **C**, or **D**).

4.6.1.30.1 Add Transfer Subtype Table

If Table Id input value = **190** and Selection value = **A**, NPDMS displays the Add Screen.

ND3190MA / ND3190MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE TABLE - 190 A TB ADD	08/11/99 09:56:49 MSXXX
Subtype: *****		
Text: *****		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	HELP LOPF PREV CNCL	EXIT

INPUT DATA

- Subtype
- Text
- Press **<ENTER>**. The system then displays the message 'Record Successfully Added' and remains on the Add screen for entry of the next record.

If enter is pressed Transfer Subtype Add Screen is redisplayed with the message Record Successfully Added.

4.6.1.30.2 Browse Transfer Subtype Table

If Table Id input value = **190** and Selection value = **B**, NPDMS displays the Browse Screen.

ND3001MB / ND3190PB	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE BROWSE BRO TB	08/11/99 09: 57: 52 MSXXX
---------------------	---	---------------------------------

SUBTYPE ID	TEXT
AAAAAA	AAAAAAA
ADDADD	TEST ADD
AJHS	APPLEBY JUNIOR HIGH SCH00
HS	HOME SCHOOL
NEW1	NEW ONE
PAK12	PAROCHIAL K- 12
PAK6	PAROCHIAL K- 6
PA78	PAROCHIAL 7- 8
PA912	PAROCHIAL 9- 12
PRK12	PRIVATE K- 12

Start Value _____ (Enter Full or Partial Browse Value)

Navigation:
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -
LOPF PREV PGUP PGDN EXIT

DISPLAYED DATA

- Subtype ID
- Text

INPUT DATA

The Start Value field represents the beginning Transfer Subtype Id to start the browse list. For example, if you know that the Transfer Subtype starts with AL, then enter AL in the Start Value field.

- Start Value
- Press <ENTER>, PF19, PF7, PF20 or PF8.

If a Start Value is typed and enter is pressed, the Transfer Subtype browse list repositions to the Transfer Subtype entered or the next closest value after the Transfer Type. If a Start Value is not entered and enter is pressed, or if PF20 or PF8 is pressed, the next 10 Transfer Subtypes will be displayed (if there are not 10 Transfer Subtypes left to browse, the remaining Transfer Subtypes will be displayed). If you press PF19 or PF7 the 10 previous Transfer Subtypes will be displayed.

4.6.1.30.3 Change Transfer Subtype Table

If Table Id input value = **190** and Selection value = **C**, NPDMS displays the Change Screen.

ND3190MA / ND3190MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE TABLE - 190 CH TB CHANGE	08/11/99 09: 59: 05 MSXXX
Subtype: ***** Text: *****		
Navigation: _____ Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - - HELP LOPF PREV CNCL EXIT		

INPUT DATA

All fields are protected except

- Transfer Subtype
- Press <ENTER>. NPDMS then displays the requested record allowing the user to make modifications to the remaining fields.

INPUT DATA

- Text
- Press <ENTER>. NPDMS then displays the message 'Record Successfully Changed' and remains on the change screen for entry of the next record.

4.6.1.30.4 Delete Transfer Type Table

If Table Id input value = **190** and Selection value = **D**, NPDMS displays the Delete Screen.

ND3190MA / ND3190MA	NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM TRANSFER SUBTYPE TABLE - 190 DE TB DELETE	08/11/99 10:00:01 MSXXX
Subtype: *****		
Text: *****		
Navigation: _____		
Enter- PF13- - PF14- - PF15- - PF16- - PF17- - PF18- - PF19- - PF20- - PF21- - PF22- - PF23- - PF24- - -	HELP LOPF PREV CNCL	EXIT

INPUT DATA

All fields protected except

- Transfer Subtype
- Press **<ENTER>**. The system displays the following selected record fields and the confirmation fields:

- Text

INPUT DATA

- Verify Delete input value = **D**
- Press **<Enter>**. NPDMS then displays the message 'Record Successfully Deleted' and remains on the Delete screen for entry of the next record.